

**Central Professional Improvement Committee (CPIC)**  
**Report to the Annual General Meeting 2023-2024**

**The committee is composed of:**

- Teachers:** Jennifer Baltuonis (Chairperson), Marie-Pier Michaud, Stephanie Côté, Annie Sabourin
- LBPSB:** Michael Clark, Dean Graddon, Roger Rampersad, Nathia Messina
- Observers:** Erica Lamothe and Sandra Luther
- Secretary:** Lily Sacco

Once every month, the committee gathers in person to assess requests from teachers. These requests typically involve professional development activities (PDA), network applications, and reimbursement applications for credit courses.

The committee's duties include addressing inquiries from local schools and centres, as well as examining their budgets and local (DPIC) plans. The Chairperson serves as the go-between for DPIC and CPIC, conveying any questions or requests for clarification that may arise.

The majority of presented requests are approved by the committee, with the primary aim being to enable as many teachers as possible to participate in professional development activities.

Furthermore, CPIC arranges an annual information session that was conducted over Zoom at the start of the school year, specifically for Chairpersons and administrators.

The Central Professional Improvement Committee spending as of May 2024 (and prior to May's requests for approval)

	Budget spent	Budget available
Credit Courses	\$85,447.54	\$0
Professional Development Activities	\$80,753.80	\$25,411.20
Networks	\$26,592.47	\$0
Special Projects	\$26,010.17	\$73,989.83
New Teachers Induction Program and Professional Activity Budget	\$17,270	\$18,352

So far, during the 2023-2024 school year, as of May 10, 2024:

143 teachers attended a PDA

37 new teachers used the New Teachers' Fund to attend a PDA

11 network requests were approved

8 schools participated in special projects

50 teachers were reimbursed for their credit courses

Any surplus from unspent funds will carry over to the 2024-2025 school year as part of the contingency fund.

The committee expresses its gratitude to Lily Sacco for serving as the link between teachers' inquiries and the committee. We value her diligent approach and exceptional patience, which greatly benefit the educators within our school board.

### **Budget and Allocations for 2024-2025**

Please note that numbers are current as of May 10, 2024.

The committee recommended status quo for allocation of credit courses and PDA. The allocation for credit courses and professional development activities to remain for the 2024-2025 school year at \$70 per credit (maximum 6 credits to a maximum of 420 yearly), and \$700 for a PDA (maximum \$2 800 per school, per activity).

The committee recommended that \$80,000 be allocated for New Teachers to attend PDAs for the 2024-2025 school year. The PDA must be within North America, and the maximum amount per teacher is \$2500, with two days of substitution covered by CPIC. Teachers within their three first years within the school board will be entitled to make a request. Teachers will be able to use the New Teacher Fund only once, in their first three years.

The committee recommended that \$80,000 be allocated for special projects at the school and centre level for the 2024-2025 school year. CPIC decided to review the definition of the school special project in order to have more projects eligible for the funding and to increase the number of projects covered by this fund.

Special Project will be defined as follow:

CPIC will cover up to 50% of eligible costs (including subbing), up to a maximum of \$5000 involving a minimum of 20% of the whole teaching staff or a whole department of a school or centre, to a maximum of \$80,000 for the 2024-2025. Each school or centre can only apply once per academic school year.

Eligible costs include (but may not be limited to): speakers fees, transportation, meals, activity fees and substitution.

Teachers took a great advantage of the Networks opportunities this year. As a result, funds were depleted quite quickly; this led to CPIC having to refuse some proposals.

Therefore, CPIC proposes to increase the Network starting budget to \$80,000 as teachers are using opportunities to create great professional connections.

Network funding will remain status quo at a maximum of \$4000 per network available.

The flat rate for travel expenses will remain the reimbursement system used when traveling by car.

The CPIC proposes the following BUDGET MOTIONS to the AGM:

**1. New Teachers Funding 2024-2025**

For the 2024-2025 school year:

**BE IT MOVED THAT** \$80 000 be transferred to the New Teachers Funds from the CPIC Contingency Fund. The New Teachers' Fund will be distributed as needed during the course of the year.

**2. Special Projects Funding 2024-2025**

For the 2024-2025 school year:

**BE IT MOVED THAT** \$80 000 be transferred to the Special Projects Funding from the CPIC Contingency Fund.

**3. Network Starting Budget**

For the 2024-2025 school year:

**BE IT MOVED THAT** \$80 000 be transferred to the Network Budget from the CPIC Contingency Fund.

Submitted by

Marie-Pier Michaud