



Catholic Primary Principals Association

Professional Development Support for General Members

Rationale:

For the benefit of all students in our care, the Catholic Primary Principals Association of Western Australia believes that Members need to continue to review and develop their philosophy and understanding of Educational, Theological, Pastoral and Administrative aspects of their leadership by seeking opportunities to participate in Professional Development. The Executive Committee places a strong focus on supporting Members' on-going development through their attendance at relevant conferences and professional development courses/workshops as appropriate.

Principles:

1. This Policy applies to all Members of the Association.
2. CPPA Association Members may access funds for professional development as appropriate through the 'Principal Professional Development' funds.
3. Application for the funds may be submitted at any time during the school year.
4. Submitted applications will be considered by a panel consisting of CPPA Executive and General Member representation. This panel will convene once per school term immediately prior to Week 6 Executive Meeting.
5. The sum available to be determined annually by the CPPA Executive, the yearly budgeted amount to be announced at AGM for the following year.
6. Applications are eligible for funding to a maximum of \$5 000 per submission.
7. Successful applications will be notified in writing within one week of the scheduled Executive Meeting following receipt of the application.
8. Priority will be given to applications received from clustered groups of Principals. This does not preclude individual or pairs of applications being assessed based upon merits of each application received.
9. Successful applications are required to provide a written report to the CPPA Executive for wider general sharing and display. Reports are required within 30 days of the conclusion to the funded professional development opportunity, and prior to any funds being dispersed.
10. Funds are not available to cover expenses relating to travel or accommodation, or other pursuits for which funds are otherwise set aside (scholarships, PRL).
11. All applications will be considered.

Procedures:

1. Members apply for PD by submitting application form to CPPA-PD Committee.
2. All applications must be presented on CPPA-PD form.
3. Applications will be reviewed once per school term (Week 4 of term) by PD Panel. Panel recommendations will be forwarded to the next full CPPA Executive Meeting.
4. Panel membership is drawn from; CPPA Vice-President (Principal and Association); Principal Pillar Chair (as sub-committee Chair); and two elected CPPA General Members. Elections for General Members to this sub-committee will take place at preceding AGM CPPA.
5. Applicants will be notified in writing within seven (7) days of the Executive Meeting.

Policy Review Date: 2009