

FAX or EMAIL FORMS AND RECEIPTS

Chignecto-Central Regional School Board
Professional Development Committee (NSTU)
NSTU OCTOBER CONFERENCE DAY CLAIM

Name: _____ School/Site: _____

Complete Home Mailing Address: _____

Contract Status: _____ Professional Number: _____

Home Phone # _____ Subjects Taught: _____

Work Phone # _____ E-mail address: _____

Name of Conference: _____

Location: _____ Dates Attended: _____

Conference Registration: (Original receipts required) \$ _____

Mileage: _____ km x \$0.4289 = \$ _____

Tolls/Bridge/Parking (Original receipts if tax is shown) \$ _____

Accommodations (if needed) (Original receipts required) \$ _____

(Expenses for Accommodations will only be reimbursed where the teacher must travel more than 50 KM from their home to the conference location.)

Meals (\$8.00 Breakfast, \$12.00 Lunch, \$20.00 Supper) (NO RECEIPTS) \$ _____

Total Claim \$ _____

Maximum grant \$300.00 (for one year only) to be pro-rated if necessary for a NSTU Special Association Sponsored Conference.

The Professional Development Committee **MUST RECEIVE** claims no later than November 15th (end of business day) **BY FAX OR EMAIL ONLY. NO MAILED FORMS!** (This includes interschool mail.) Prior approval is not required.

LATE OR INCOMPLETE FORMS WILL NOT BE PROCESSED.

Article 60.34 – Notwithstanding 60.30 and 60.31, the Committee shall establish procedures to provide funding for teachers to attend the annual NSTU Professional Association Provincial Professional Development Conferences.

Article 32.03 – A teacher or other qualified person who has been employed for more than twenty (20) consecutive teaching days to take the place of the same regular teacher is to be classified as a regular teacher for purposes of Articles 32.05, 32.06, 32.07 and 60.34 for the full number of days so employed.

Signature of applicant: _____ Date: _____

Return to:

Professional Development Committee (NSTU)
Chignecto Family Office
Phone 597-4206
Fax 597-4220 (Applicant is responsible for obtaining facsimile transaction report for future reference if necessary.)
rushtond@ccrsb.ca

Revised August 2017