

Kelsey School Division Box 4700 The Pas, MB R9A 1R4	Code: GCLB
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ADMINISTRATIVE INTERN PROGRAM

1. Administrative Interns interested in becoming administrators and wishing to enhance their abilities and skills in administration are encouraged by the Kelsey School Division to apply for such opportunities. These opportunities could take the form of workshops, conferences, courses, or inservice sessions designed by the School Division. Any activity which leads to an improvement in the teacher’s potential as an administrator is included in this category.
2. The Kelsey School Division Board feels that professional development is an important and integral part of education and thus desired to encourage and facilitate the participation of staff in professional development opportunities.
3. Kelsey School Division may only support 75% of the allowed expenditures for the authorized professional development sessions: the approved accommodation, meals, registration, substitutes, travel, and any other expenses incidental to the requested professional development opportunity. If Kelsey School Division requires the attendance of any teacher at any session, full approved costs will be supported.
4. All requests are to be approved by the Superintendent or designate in accordance with the accepted established practice for dealing with professional development requests.