

**SMAESP**

Syndicate of Montreal Area Educational Services Professionals-CSQ

Syndicat des professionnelles et professionnels
des services éducatifs de la région de Montréal-CSQ (SPPSERM)**SARINA MATARASSO LIFE LONG LEARNING FUND****2015-2016**

Dear Union Members,

We are writing to remind you about the SMAESP initiative that provides yearly financial support, up to a total of \$500.00, for Professional Development to each of its members through the *Sarina Matarasso Life Long Learning Fund* (up to a maximum of \$18,000).

SMAESP (Syndicate of Montreal Area Educational Services Professionals) (in French, SPPSERM – Syndicat des professionnelles et professionnels des services éducatifs de la région de Montréal) is a coalition of the local Professional Units of 5 English School Boards (Lester B. Pearson SB, New Frontiers SB, Riverside SB, Sir Wilfrid Laurier SB, and Western Quebec SB).

Sarina Matarasso was the long time president of SMAESP who passed away in September 2011 after a courageous battle with cancer. The Executive has named the Life Long Learning Fund in her honour, as Sarina was passionate about ensuring that the professionals of the School Boards receive support so that they could continue to enhance their own skills to give back to the students they serve.

Attached you will find the forms needed for applying for this financial support.

Please do not hesitate to contact your local delegate for more information about this initiative.

Dominic Di Stefano, President, SMAESP, (*Sir Wilfrid Laurier Professionals*)

Santo Melidona, Vice-President, SMAESP, (*Riverside Professionals Association*) - President

Daniel Wormeli, Secretary, SMAESP, (*New Frontiers Association of Professionals*) - President

Eva de Gosztonyi, Treasurer, SMAESP, (*Riverside Professionals Association*)

Joan Zachariou, 2nd Vice President, SMAESP, (*Pearson Education Professionals*)


Mary Rutherford, (*Pearson Education Professionals*) - President

Paul Camus, (*Professionals of Western Quebec*) - President

Donna Robin, (*Sir Wilfrid Laurier Professionals*) - President








Fédération des professionnelles et professionnels
de l'éducation du Québec (CSQ)



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 des services éducatifs de la région de Montréal-CSQ (SPPSERM)

2015-2016

**SARINA MATARASSO
 LIFELONG LEARNING FUND (SMAESP)**

 <p>If you have depleted your local professional development funding and want to apply for up to \$500.00 additional funding from the Life Long Learning Fund</p> <p align="center"><u>Please complete the following steps:</u></p>	
 <p>1. Complete your Board's form for requesting a PD activity and have it signed by your Director (if required by your PD policy).</p>	 <p>2. Request a letter from the Chairperson of your PD committee confirming that you have insufficient funds available to you through your Board.</p>
 <p>3. After attending the PD session, complete the <u>REQUEST FOR REIMBURSEMENT FOR A PROFESSIONAL DEVELOPMENT ACTIVITY Form</u> and attach all relevant <u>RECEIPTS</u> (originals -unless cost being shared with local funding in which case copies of receipts can be sent).</p>	 <p>4. Write a short <u>summary of the value (or not) of that professional development activity or speaker; in what ways others could benefit from participating; whether you would recommend future sessions, etc.</u> (see sample "Summary of Professional Development" included in this package)</p>

Please send all these forms to your unit president.



Sarina Matarasso Lifelong Learning Fund

2015-2016

REQUEST FOR REIMBURSEMENT FOR A PROFESSIONAL DEVELOPMENT ACTIVITY

Please complete this form AFTER YOU HAVE ATTENDED YOUR PROFESSIONAL DEVELOPMENT ACTIVITY and will be requesting all or a part of your expenses from SMAESP.

NAME: _____

SCHOOL BOARD: _____

NAME & DATE OF WORKSHOP: _____

Total Cost Incurred: _____ (attach receipts & PIC expense form)

Amount Received from local Board funding: _____

Amount requested from SMAESP: _____

ADDRESS for mailing the cheque: _____

PLEASE NOTE: To complete the application process to the *Sarina Matarasso Lifelong Learning Fund* you must send

- 1. This COMPLETED FORM**
- 2. Your RECEIPTS & PIC expense form**
- 3. A LETTER** from your Board's Professional Development Committee Chair confirming that you have exhausted local funding,
- 4. A SUMMARY REPORT** of your assessment of the quality and value of the professional development activity attended (see attached Sample Report)

Please send these forms to your unit president.



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Linda Schwartz
SMAESP Representative, LBPSB
1925 Brookdale
Dorval, QC
H9P 2Y7

February 20, 2013

RE: Summary of Professional Development Sessions – 2012-13

Dear Ms. Schwartz,

On December 13 and 14, 2012, I attended two one-day workshops in Ottawa entitled "Anxiety and Depression – Practical Intervention Strategies" which were presented by the Winnipeg-based company Crisis and Trauma Resource Institute.

This was my third time attending a workshop put on by this organization, and I was once again impressed with the amount of ready to implement strategies that were taught at the workshop sessions.

Not only did I leave each session with a booklet with the most up to date data regarding statistics, books and current applicable websites, but I also received training and had an opportunity to practice workshop strategies that could be used with clients the next day.

The speakers were informative and engaging and they provided a wide variety of strategies that were easy to learn and practical for next day use in my office.

I would highly recommend Crisis and Trauma Resource Institute (CTRI) workshops to all professionals.

Sincerely,

Jo-Anne Brownlee
Guidance Counsellor, Pontiac High School, Western Quebec School Board