



VERNON TEACHERS' ASSOCIATION

Pro-D Funds/Retiring Teachers

As a retiring teacher, you have the option to transfer your unused Professional Development funds to a special account held at the VTA office through the Pro-D chair. **Funds collected into this account are earmarked for Early Career or New Teachers.** If you choose this option, please complete the following form and submit to:

1. Your school's PD Chair, who will write a cheque to the VTA, with "PD Fund/Retiring Teacher" in subject line. (Note: Funds not identified as transferred by September 30 of the following year will be rolled over into the school's general PD fund.)
2. Pro-D chair of VTA at pdchair@vernonta.com

Name of teacher: _____

School: _____

Amount to be transferred to VTA PD Account: _____

Teacher signature _____

Dated _____

Current School PD REP signature _____