

# NOTICE

## Leadership Essentials for Administrators Conference



To: All School Principals  
From: Kevin Kempt, President  
Date: 2017 September 18

**FUNDING AVAILABLE THROUGH ATA LOCAL 38 FOR ATTENDING THE  
LEADERSHIP ESSENTIALS FOR ADMINISTRATORS CONFERENCE  
IN CALGARY  
2017 NOVEMBER 20-21  
SHERATON CAVALIER HOTEL, CALGARY ALBERTA**

The Leadership Essentials for Administrators Conference is being held in Calgary on 2017 November 20-21 at the Sheraton Cavalier Hotel in Calgary. Principals, assistant principals and vice principals in their first five years of their appointment with the Calgary Board of Education are eligible to access the Staff Development Fund (SDF) for substitute coverage to attend this conference. In addition, ATA Local 38 will reimburse each attendee \$50.00 for incidental expenses associated with attending the conference.

Registration for the conference is available online only. There is no conference registration fee for members of the Association.

The following steps are required to access funding to attend this conference:

**STEP #1: REGISTRATION**

Online registration is available through the following link:

<https://atapd.ca/initiative/lea>

**THE DEADLINE FOR ONLINE REGISTRATION IS 2017 NOVEMBER 15.**

**STEP #2: ATA, LOCAL 38 FUNDING**

Contact ATA Local 38 at 403-262-6616. Explain that you will be attending the Leadership Essentials for Administrators Conference in Calgary on 2017 November 20-21. You will be given a sub code to use when booking your substitute for Monday and Tuesday should you require one.

After your attendance at the conference is confirmed you will be issued a cheque for \$50.00 to cover incidental expenses such as parking. (All meals are supplied by the Provincial Association.) You must call the Local office to leave your name and school in order to receive this reimbursement!

If additional information is required, please contact Tammie Auld at the Local Office (403-262-6616).