



**BURNABY TEACHERS' ASSOCIATION**  
#115-3993 HENNING DRIVE, BURNABY, B.C., V5C 6P7

Telephone: (604) 294-8141  
Fax: (604) 294-9846

June 2018

To: **BTA Staff Representatives**  
From: BTA Professional Development Committee

**RE: SCHOOL PRO-D CONTACT PERSON 2018-2019**

The Professional Development Committee would again like to develop links with each school through a PRO-D CONTACT PERSON.

We feel that school contacts are **very important**. Information can be obtained and dispersed more efficiently through an effective communications network.

**A School Contact Person would be responsible for the following tasks:**

- a) **developing (with Pro-D assistance) school based in service workshops;**
- b) **providing and disseminating information received from the Pro-D Committee;**
- c) **providing the Pro-D Committee with information.**

Please provide us with the name of a **PRO-D CONTACT PERSON**, using the space provided below. **IF POSSIBLE BRING IT TO THE BTA REPRESENTATIVE ASSEMBLY on JUNE 19<sup>th</sup>**, at 4:00 pm, **or** please **RETURN** this form to the BTA Office by **FRIDAY, SEPTEMBER 7<sup>th</sup>, 2018**. If you are unable to return the form by that date, please phone the information into the BTA Office (604-294-8141) or fax (604-294-9846) or email [bta3@bctf.ca](mailto:bta3@bctf.ca).

Your cooperation and assistance is appreciated.

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**NAME OF SCHOOL:** \_\_\_\_\_

**NAME OF SCHOOL-BASED PRO-D CONTACT/CHAIR:** \_\_\_\_\_

**PERSONAL EMAIL ADDRESS OF SCHOOL-BASED PRO-D CONTACT/CHAIR:** \_\_\_\_\_

**HOME/CELL PHONE NUMBER:** \_\_\_\_\_

*Your email address will be added to the BTA's 2018-2019 Pro-D Contacts' E-list. Please ensure the email address provided is current.*

**PLEASE RETURN TO THE BTA OFFICE BY FRIDAY, SEPTEMBER 7<sup>th</sup>, 2018.**