

In accordance with Section 5.3 (iv) of the LINC Agreement, teachers are allowed to use their PPDA funds to access professional development and/or personal development items and services.

**Process:**

- ✓ Teachers are not required to submit a prior approval for PPDA purchases. If they are uncertain whether an item will be approved, teachers should email Alex Meeres, LINC Chair and Diana Welter, Human Resources Superintendent to seek prior approval.
- ✓ Professional development remains a priority for these funds, however we recognize the value of personal wellness for teachers.
- ✓ Any items or services must be purchased for use by the teacher.
- ✓ In the event that a request for reimbursement is denied, the learning superintendent will communicate directly with the teacher and the LINC Chair to explain the reason for the denial.

**Although not an exhaustive list, examples of items or services that may be purchased include:**

***Fitness: includes items for exercise and any activity toward maintaining physical fitness***

- ✓ fitness club memberships, recognized league fees and activity entry fees (marathon, etc.)
- ✓ registration for fitness-related programs or lessons that last a minimum of four (4) weeks including personal trainers and consultants
- ✓ durable fitness equipment such as treadmills, stationary bikes, universal gyms, multi-function machines, rowing machines, bicycles, etc.
- ✓ accessories such as mats, benches, weights, etc.
- ✓ sporting equipment such as golf clubs, bicycles, kayaks, canoes, etc.
- ✓ athletic footwear including running and hiking shoes (excluding clothing)
- ✓ workout videos, monthly subscriptions or apps to enable teachers to participate in classes via streaming media
- ✓ smart watches or other wearable technology that support physical fitness
- ✗ does not include camping equipment or other leisure equipment (including games)
- ✗ does not include clothing or clothing accessories such as socks, golf gloves, hair ties, etc.

***Financial: includes items to support personal financial management***

- ✓ payment of the teacher's own student loans
- ✓ professional financial advice
- ✓ STF pension buyback for leaves of absence approved by PVSD

***Physical and/or Mental Health: includes strategies for reducing stress***

- ✓ recognized weight management programs (excluding food)
- ✓ nutrition programs and counselling
- ✓ stress management and mental health programs or counselling
- ✓ music or art lessons and instruments
- ✓ paramedical services such as massage therapy and acupuncture
- ✓ reading materials
- ✓ tablet or laptop