



CONFERENCE REPORT PERSONAL PROFESSIONAL DEVELOPMENT FUND

This report along with receipts must be submitted to the **RETTA Office** (206-1100 Concordia Ave.) within **twenty (20)** teaching days following the activity for reimbursement.

Name:

School:

Date(s) of activity

Activity:

In addition to sending in your original receipts, you are **required** to:

1. **Write a brief report** (200-300 words or more) telling the committee and other teachers in the division about your experience.

Please describe the conference, talk about how it has enriched your teaching, and whether or not you would recommend this conference to others. This article may be published on the RETTA website¹.

Print and attach, or E-mail to treasurer@retta.mbteach.org along with your completed expense form and receipts.

2. Please rate the conference you attended.
 - A. **Exceeded** my expectations _____
 - B. **Met** my expectations _____
 - C. **Did Not** meet my expectations _____

If the conference **did not** meet your expectations please elaborate in your written conference report (page 2)

Submission Date:



**CONFERENCE REPORT – Write Up
PERSONAL PROFESSIONAL DEVELOPMENT FUND**

Please write your report in the space provided below.

¹ Your write-up will not be published unless we contact you seeking your consent