SEVEN OAKS SCHOOL DIVISION
community begins here

BOARD/S.0.T.A
PROFESSIONAL DEVELOPMENT FUND
OUT-OF-PROVINCE CONFERENCES (CANADA & USA) INFORMATION:

SOTA
Seven Oaks Teachers' Association

The Board/SOTA PD Fund Committee will be opening applications for Out of Province Conference Requests for travel in Canada and the USA, **starting at 7:30 a.m. on June 1st, 2026.**

Applicants planning on travelling to an out-of-province conference are to note the following:

Travel Cancellation/Delay:

- Employees travelling for out-of-province conferences must purchase flight cancellation insurance that would provide full monetary refunds in the event of cancelation and to investigate refund policies for conference registration, hotels in the event attendance is not possible.
- In the event that a member's travel is affected by delay or cancellation, the member is responsible for all costs. The fund will not cover additional costs (per diem, accommodations, substitute coverage, etc.)

Government Health Protocols:

- Employees are to follow government health protocols regarding travel at all times. This includes, but is not limited to:
    - Local public health orders
    - Public health orders at the professional development destination
    - Manitoba Education directives
    - Self-isolation Requirements for all individuals returning to Manitoba.

USA Professional Learning Opportunities:

- Employees are encouraged to consider the important elements of unpredictability in the USA currently including:
    - Pre-research the state(s) involved in your ultimate destination
    - Concerns with different markers of identification and gender on professional documents, not exclusive to targeting of 2SLGBTQIA+ Folx
    - Concerns with privacy and ability of US government to detain travellers
    - Privacy relating to electronic equipment (cell phones/laptops)

Travel Advice and Advisories:

- Please consult the Government website for up-to-date information. This includes but is not limited to:
    - Local and national travel advisories

Any changes regarding travel outside of the province and in-person conferences/workshops will be dependent on the government's decision regarding large group gatherings and domestic travel.

Out of province PD approvals will continue to be reviewed and may be suspended in the future. Please refer to the Board/SOTA PD Guidelines for full details pertaining to out-of-province conferences, etc. The Comprehensive PD Guidelines can be found by clicking **here**.

If you have further questions, please contact:
204-586-8061 or email: sosd.pd@7oaks.org

On behalf of the Board/SOTA PD Fund Committee.

April 17, 2026