



NVTA PROFESSIONAL DEVELOPMENT DAY

FRIDAY, FEBRUARY 14, 2025

WORKSHOP BOOKING FORM

Deadline: December 13, 2024

Workshop Title (max 100 characters): _____

Name of Presenter/s and Email/s:

Presenters' Bios:

Workshop Description: (max 650 characters)

Time Preferred (Check the appropriate box/es): AM 10:45 PM 1:00 All Day (10:45-2:30)

Intended Audience: (check all that apply): K-3 4-7 8-12 General Support Staff

Capacity: No Limit Maximum of ____ people

FILL OUT PAGE TWO



Page 2/ Workshop Title: _____

Handouts and Equipment Needs:

Handouts Distributed Electronically: Yes No

Equipment Needs (indicate equipment and room requirements by checking box/es below):

Projector Flip Chart Tables Sink Other (specify below)

Equipment Needs (Other details, if needed):

Out-of-District BCTF members only: Release letter required Yes No

If yes, mail letter to – Address and Postal Code _____

Out-of-District presenters only:

Honorarium Requested: \$ _____ Payable to: _____

Address of Presenter: _____

Postal Code: _____ Phone: _____

<u>Shape of the Day</u>	
8:00 am	Registration
8:30 am	Welcome & Acknowledgement/Keynote Address
10:15 am	Wellness Break
10:45 am - 2:30 pm	All Day Workshops
10:45 am	Morning Workshops
12:15 pm	Lunch
1:00 pm	Afternoon Workshops
2:30 pm	End

This form must be received at the NVTA office **no later than December 13, 2024**, by email, mail, or fax:
NVTA, 240 – 233 West 1st Street, North Vancouver V7M 1B3 **ATTN: Professional Development**

Phone: 604.988.3224 Fax: 604.980.8092 Email: office@nvta.ca

Refer any questions to the Pro D Chairperson, Angelee Bulsara by phone at 604.988.3224, or by email at prodchair@nvta.ca