

EDUCATION LEAVE

All applications will be considered equally and scored according to the point system listed below. See also the *Collective Agreement*, Education Leave, Article 16 which can be found on the YTA website (www.yta.yk.ca) under “Education Leave”.

- **If you have received and taken an Education Leave previously, you are not eligible to apply.**
- **By accepting Education Leave employees agree to two years of education service after their leave (refer Article 16.09).**
- **Incomplete applications will not be considered.**
- **Late applications will not be considered.**

APPLICATION DEADLINE

The deadline to apply for Education Leave is November 1st.

Submit completed application to:

Yukon Teachers’ Association

2064 2nd Ave

Whitehorse, Yukon

Y1A 1A9

Attn: Office Manager, Denise Schneider

Or submit electronically to:

admin@yta.yk.ca

<i>Criteria</i>	<i>Maximum Points</i>
<i>Years employed in Yukon as defined in the Yukon Education Act (.75 points per year – max. of 10 years).</i>	7.5
<i>Service in a rural community (.5 point per year – max. 5 years).</i>	2.5
<i>Seeking a Certificate, Diploma. Bachelor’s, Master’s, or Doctoral Degree in an education related field</i>	1
<i>Currently enrolled or letter of acceptance into intended program of study (documentation from institution must be provided)</i>	1
<i>More than one year program--additional 1 point.</i>	1
<i>*Courses completed, including pre-requisites, that are directly part of the intended program of study if granted Education Leave (1 point for each 6 credit course or equivalent and .5 for each 3 credit course - max 3 points).</i>	3
<i>Relevance and Benefits to career goals and the Department of Education (4 point rubric)</i>	4
<i>Educational Leadership (contributions outside regular work expectations)</i>	5
<i>Two Written References</i>	Yes/ No
<i>Total Possible Points</i>	25

*Transcripts must indicate 6 credit or 3 credit. If not indicated, the course will be scored as 3 credits.

YTA Education Leave Application

Full Name: _____

Home Address: _____

Home #: _____ Work #: _____

E-mail address: _____

Employee #: _____

What program do you plan to take? *Please submit a separate application for each program you are applying for.*

Program: _____

Institution Name: _____

Location: _____

Program Details:

- Length:
- Credits required:
- On Site/ Online/ Combination (please circle)

*** Please provide documentation of one of the following program acceptance, program application in progress, future intake date for program acceptance.**

1. Have you been a YTA member for 5 continuous years? Yes No
(Must have completed 5 full years)

2. How many years in total have you been a YTA member? _____

4. Please list those courses you have completed, including current pre-requisite courses, that are directly part of the intended program of study to be completed if granted Education Leave. Please provide transcript.

Name of Training Institution, College or University.	Date or Year(s)	Course

5. **Relevance and Benefits**-Marking Guide provided at end of application form.

Please outline how the program you intend to pursue supports your professional goals and aspirations as well as the Yukon educational system.

Relevance and Benefit to Yukon Education
1.
2.
Relevance and Benefit to your professional goals
1.
2.

6. **Educational Leadership**-*Definition of leadership and examples are provided in the Marking Guide at end of application form.*

Please outline how you have shown Educational Leadership in your current position or recent positions. Max 5 points.

List of examples (1 point each)	Date or Year(s) of Involvement	Goal or responsibility
Other:		

7. Is there anything else that you would like the Committee to consider in your application for Education Leave?

8. Written References Information:

Complete the information below regarding your **two current** reference persons. You may provide additional references if desired.

Name	Position	Phone #	Fax #

PLEASE NOTE: It is your responsibility to ensure that the following 2 Reference Forms arrive with your application or separately by the November 1st deadline.

#1

Reference Form for YTA Education Leave

Name of Candidate applying for Education Leave:	
Reference Person's Name:	
Reference Person's Position:	
Phone Number:	E-mail:
Relationship to candidate:	How long have you known the candidate?

- a) Please describe how the candidate demonstrates his/her educational leadership within the school system.

b) Please describe why you believe the candidate would be a good choice for Education Leave.

c) Do you feel that there is anything that would impede this candidate's successful completion of his/her studies while on education leave? Please describe.

#2

Reference Form for YTA Education Leave

Name of Candidate applying for Education Leave:	
Reference Person's Name:	
Reference Person's Position:	
Phone Number:	E-mail:
Relationship to candidate:	How long have you known the candidate?

- a) Please describe how the candidate demonstrates his/her educational leadership within the school system.

b) Please describe why you believe the candidate would be a good choice for Education Leave.

c) Do you feel that there is anything that would impede this candidate's successful completion of his/her studies while on Education Leave? Please describe.

Marking Guide:
Relevance and Benefits

Applicants can earn up to four (4) points. These connections and benefits are the specific ways that the applicant identifies as future alignment between their program of study, their personal goals and system wide priorities. Applicants must identify 2 examples of relevance or benefit in each area (1 point each).

Example Professional Goals:

1. Completing my Masters of Education in Leadership will enhance my skills in the areas of forming partnerships and gaining group consensus, which will directly enhance my effectiveness as school leader and my future goal to become a school administrator.
2. Completing my Doctorate in Early Literacy will enable me to research current promising practice in language instruction and brain research related to language acquisition. This will enhance my effectiveness as a Learning Assistance Teacher and Literacy leader.

Example Yukon Education:

1. Completing my Certificate in Counselling will be beneficial to Yukon Education because there is a need for more expertise to enhance mental health supports for students.
2. Completing my Bachelors of Education will enable me to transition from my role as an Educational Assistant to a classroom teacher. This will benefit Yukon Education because I intend to continue to work in my community school which has challenges related to high staff turnover.

**Marking Guide:
Education Leadership**

Summary

The most often referenced definition of teacher leadership is based on the research of York-Barr and Duke, 2004:

Teacher leadership is the process by which teachers, individually or collectively, influence their colleagues, principals, and other members of the school communities to improve teaching and learning practices with the aim of increased student learning and achievement. Such team leadership work involves three intentional development foci: individual development, collaboration or team development, and organizational development.

Definition from the *Educational Leadership Framework for Yukon Teachers* (pg. 5).

Applicants can earn up to five (5) points. Applicants must identify what they have accomplished by outlining the leadership roles they have participated in. (ie. Tasks, groups, responsibilities).

Examples of Education Leadership are:

Examples	Non-Examples
Chair a school based research committee.	Coaching various sports or extra-curricular activities
Develop and implement a new program in applicant's area of expertise.	Organize school concerts (band, Christmas)
Participate in YTA activities (eg. Member of PD Committee or Conference Planning Committee.)	Coordinate school Open House
Participation on various Department committees (Diversity, Assessment, Learning Networks).	Participation on Health and Safety Committee
Lead large scale PD co-ordination/ training events.	Session at Summer Academy
Mentor in Mentorship program	Classroom visitations

Applicants will receive one (1) point for each aspect of Educational Leadership.

Example #1: Member of the PD Committee for three years will **earn 1 point**