



ESTABLISHMENT PROCESS

A professional growth network may be established according to Federation policy in a subject field (i.e., mathematics), service area (i.e., school-based administration) or interdisciplinary group (i.e., middle years) and with at least 50 percent of the members being Federation members. Otherwise, membership shall be open to any person with a supportive interest in the network.

Federation members interested in establishing a professional growth network should take the following steps:

1. Contact the Federation and indicate a desire to establish a professional growth network. A staff member will be assigned to advise the interested individuals.
2. Create a name and draft bylaws for the proposed professional growth network. See the bylaws in the Governance section for provisions that must be included. There is a [list of current professional growth networks](#) available on our website.
3. Develop the purpose and objectives of the proposed network.
4. Solicit support. Professional growth networks require a minimum of 50 members to indicate an interest in being a member of the network, with at least 50 percent of whom must be Federation members. However, the minimum requirement of 50 members may be waived if the network has a plan for sustainable operations.
5. Elect or appoint a network board of directors from members interested in forming the network. Federation members must comprise over 50 percent of the network board.
6. Develop a proposed budget for the upcoming fiscal year of July 1 to June 30.
7. Submit the above information with a letter of application to the [Professional Growth Networks Advisory Committee](#). The advisory committee will make a recommendation to the STF Executive for the establishment of a professional growth network. The advisory committee typically meets in September, January and May.

In order for the network to be considered as an option for STF members to join in the fall, the application must be provided to the Federation by April 1.

If the application is approved, the network will be eligible for a basic grant. If the application is received for the May meeting of the advisory committee and approved by the STF Executive in June, the network shall receive the basic grant in full. If the application is received after July 1, the basic grant shall be pro-rated to a partial year.

