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| **ROE/ISC Name:** |  |
| **Date:** |  |
| **Location of Meeting:** |  |
| **Length of time (contact hours only)** | * One hour or less
* Quarter day – 2 hours
* Half day – 4 hours
 | * Full day – 8 hours
* Two days
 |
| **# of Participants**  |  |
| **District Participation** | [functionality to add multiple districts from around the state] |

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| **Title of Session**  | Text Box |
| **Lead Presenter** | Text Box |
| **Additional ROE/ISC Staff Involved in Training** | Text Box |
| **Description of Session** | Text box (limit characters to 250-500 characters) |

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| **Type of Service (Choose the type that best describes the service)** |
| * Technical Assistance
 | * Professional Development
 | * Networking
 |

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| **Topic Area *(Choose ONE that best describes the service provided)*** |
| * Common Core ELA
 | * Common Core MATH
 | * Continuous Improvement Planning
 | * Balanced Assessment
 |
| * Teacher Evaluation
 |  |  |  |

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| **Alignment of 8 Essential Elements *(Choose all that apply to service provided)*** |
| * School Turnaround
 | * Closing Achievement Gap
 | * Comprehensive Planning
 | * Leadership
 |
| * Conditions for Learning
 | * Family and Community Engagement
 | * Professional Development
 | * Assessment
 |
| * Curriculum
 | * Instruction
 |

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| **District Staff that participated in Service (*Please indicate each participant only once.*)** |
| * Superintendent
 | * Spec. Ed. Director/Supervisor
 |
| * Assistant Superintendent.
 | * Technology, Data or Information Management Director/Supervisor
 |
| * Director of C/I
 | * Local school board member
 |
| * Director of School Imp.
 | * Community Representative
 |
| * Federal Program Director
 | * Teacher leaders from various content areas, grade levels, buildings, and specialized instructional areas
 |
| * Building-level administrators representative of all grade levels
 | * Business Manager
 |
| * Other
 |  |

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| **Partners Involved in the Delivery** |
| * Illinois Center for School Improvement
 | * Other C&I Support Vendor
 |
| * Illinois Principal Association
 | * Other Leadership Support Vendor
 |
| * Illinois Resource Center
 | * ISBE Program Staff
 |
| * Illinois Statewide Technical Assistance Collaborative
 | * Illinois Association of School Boards
 |
| * Turnaround Lead Partner
 | * Another ROE/ISC
 |
| * RtI Network
 | * No Partner was involved
 |
| * Other Outside Person
 |  |