

# Regional Reporter FALL/WINTER 2018-2019

Rock Island County  
Regional Office of  
Education # 49

Tammy L. Muerhoff  
Regional Superintendent  
of Schools



3430 Avenue of the Cities  
Moline, IL 61265  
Phone: 309.736.1111  
Fax: 309.736.1127  
Web: [www.riroe.com](http://www.riroe.com)





## Regional Superintendent's Message

Welcome back to a new school year! I hope your Summer was filled with plenty of time with family and friends. Wishing you and your students a fantastic year!

### **A Friendly Reminder!!!**

A Professional Educator License or an Educator License with Stipulations endorsed for Career and Technical Education will lapse on **September 1** of the last year of the renewal cycle if not renewed. If your license expired as of June 30, 2018, then be certain to log in to your ELIS account, enter the necessary professional development, and pay the registration fee.

You must renew prior to September 1, 2018 in order to avoid paying a \$500 penalty or completing 9 semester hours of coursework along with any applicable deficient professional development hours.

A lapsed license will only be reinstated by a \$500 penalty fee being paid or by 9 semester hours of coursework being completed.

Your license is required to be renewed and registered in order to be valid for working in the classroom.

If you have questions surrounding licensure, please do not hesitate to contact Brandi Schwanke at [brandi.schwanke@riroe.com](mailto:brandi.schwanke@riroe.com) or 309-736-1111.



**Teacher Retirement System of the State of Illinois, the Moline-Coal Valley School District #40 and the RIROE are pleased to offer:**

### **Benefit Information Meeting**

**September 18, 2018  
Moline High School Cafeteria**

TRS will host a meeting to explain the retirement process and to provide you with information about your benefits as a TRS member, describe ways to optimize your service credit prior to retirement, and explain the retirement process. The meeting is being conducted in cooperation with the Rock Island County Regional Office of Education and Moline-Coal Valley School District. The meeting is scheduled to begin at 4:30pm in the Moline High School Cafeteria. ROE and IRTA personnel will be available as well. Please contact Tammy Muerhoff at the ROE at 309-736-1111 if you have questions.



**FROM THE DESK OF SCOTT SENSABAUGH,  
DIRECTOR OF PREVENTION SERVICES**

Welcome back to another school year.

With the cooperation of your schools and your caring staff, last year we were able to work together to keep our kids in school. We ended the 2017-2018 school year with 305 truancy referrals from the 10 districts in the county. We were able to exit 244 students due to attendance improvement. That is an 80% success rate. Great job everyone! We are looking forward to working with you during the 2018-2019 school year.

I would like to introduce to you our new Prevention Services Specialist and Truancy Officer, Jennifer Mayares-Soberanis. Jennifer will be assisting the Moline-Coal Valley, Rock Island/Milan, Rockridge, and Sherrard school districts.



Scott, will be assisting the Carbon Cliff-Barstow, East Moline, Hampton, Moline-Coal Valley, Riverdale, Silvis, and UTHS school districts.

## ECO CAMP IS MAKING CHANGES

**We are moving to Black Hawk State Park in Rock Island! If you are interested in an ECO Camp Field Trip the Fall dates have moved to October 4 & 5 to give more time for planning. If you are interested in these fall dates for your school please contact Julie at the ROE now to reserve a place for your students and to be sure and receive the new information right away.**

**[julie.cox@riroe.com](mailto:julie.cox@riroe.com) or 309/736-1111**

**Please watch for more information on changes coming for ECO Camp**

# ADMINISTRATOR ACADEMY

## Evaluator Retraining Requirements:

Retraining requirements are connected to each individual's license renewal cycle. Retraining applies to the first renewal cycle after the date on which the individual completed Growth through Learning. Retraining is required in every renewal cycle.

Participants can use the Evaluator Retraining Academies for BOTH the evaluator retraining requirement and the annually required Administrator Academy. A person can complete both the Professional Practice Administrator Academy and the Student Growth Administrator Academy during the same year in order to fulfill evaluator retraining requirements; however, only one would meet the yearly Academy requirement.

- Evaluators with FY 19, 20 & 21 may begin retraining academies as well, anyone can take the academies and they will count for retraining. Academies can be taken in any order within a license renewal cycle.

**To meet the retraining requirements, you must complete specific approved administrator academies**

- **Teacher evaluators : Choose 1 professional practice designed for Teacher Evaluation**  
AA#1448  
AA#1451  
AA#1452  
AA#1801  
and a required student growth AA#3000
- **Principal Evaluators: Take 1 Professional Practice designed for Principal Evaluation**  
AA#1865  
and required student growth AA#3001
- **Teacher and Principal Evaluator's: Choose 1 professional practice Teacher AA**  
and a required student growth AA #3002

---

## #11711 Planning for Continuous School Improvement with EBM and ESSA ISBE#1898

The focus of this Academy is to help school and district leaders understand the necessary components of an effective school improvement plan and how to include the Evidence-Based Funding Model and the ESSA Plan when writing the plan. Participants will dive into the 26 Elements of the Evidence-Based Funding Model; determine subgroups to track for accountability under ESSA; identify and assign possible roles to a potential school improvement team; develop an effective communication plan to keep all stakeholders informed of the school improvement plan; and identify the components of an effective school improvement plan. Participants will leave the Academy with guiding documents that will assist them and their school improvement team in writing an effective school improvement plan. School Report Card Data and Student Performance Data. A list of school personnel should be brought to the Academy. **ISBE AA #1898**

**Date:** October 25, 2018

**Time:** 8:30 AM – 3:30 PM

**Location:** ROE Moline

**Cost:** \$125.00

**PD Hours:** 6

**Presenter:** Ralph Grimm

**Audience:** Teachers and Administrators

**Registration Deadline:** 10/18/2018

# ADMINISTRATOR ACADEMY

## ACADEMY #1451 Teacher Evaluator Competency Skill Building for Prequalified Evaluators (please use ID#11717 to register)

### #11717 Evaluator Retraining ISBE #1451

Administrators who evaluate teachers must demonstrate a high rate of inter-rater reliability and communicate evaluation outcomes in constructive and supportive ways. This academy focuses on Domains 1 and 4 of Charlotte Danielson's 2013 Framework for Teaching. This course requires participants to pre-conference, record data according to the Professional Practice Rubric, and participate in mock pre/post conferences as an evaluator, teacher, and observer.

**Date:** November 19, 2018

**Time:** 8:30 AM – 3:30 PM

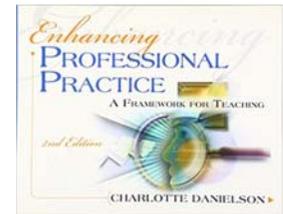
**Location:** ROE Moline

**Cost:** \$200.00

**Audience:** Administrators

**Presenter:** Deb Taber

**Registration Deadline:** 11/12/2018



### #11720 Competency Skill Building ISBE #1865

#### THIS FULLFILLS THE REQUIREMENT FOR AMINISTRATORS TO EVALUATE OTHER ADMINISTRATORS

The Administrative Academy seeks to improve inter-rater reliability in the assignment of performance evaluation ratings for principals. Using case studies, participants will collect evidence and use the Illinois Standards for Principal Evaluation to evaluate and rate principal performance. Participants will use data collected from the case studies and compare the data to best practices for evaluating principals and assistant principals. This data will also be analyzed to prepare administrative and school-level professional development plans. In a collaborative and supportive way, participants will prepare a targeted professional development plan that considers past results and contributes to professional and personal growth. This plan will be aligned to the school improvement plan. The instructional environment indicators will be analyzed. The purpose of the professional development plan is to communicate the outcomes and findings in such a manner that the principals and assistant principals set goals for improvement. Participants will communicate evaluation findings in a constructive, support, and unbiased manner including analyzing indicators around the instructional environment. Participants will apply the Illinois Standards for Principal Evaluation in the rating of an administrator and incorporate indicators about the instructional environment within schools. Participants will demonstrate a high rate of inter-rater reliability, including data and evidence, with an understanding of personal bias and how to control for it when determining required performance evaluation ratings. Participants will be able to use data (rubric, observation, student growth, other) to create a targeted professional development plan in collaboration with the principal.

**Date:** December 6, 2018

**Time:** 8:30 AM – 3:30 PM

**Location:** ROE Moline

**Cost:** \$200.00

**Audience:** Administrators

**Presenter:** Ralph Grimm

**Registration Deadline:** 11/30/2018



# GIFTED

## #11698 Exploring Evidence-Based Practices for Advanced Learners & Refining District Practices and Procedures for Advanced Learners

With the recent Accelerated Placement Act and Report Card Act legislation, districts must now have policy and procedures in place to support the gifted and potentially gifted student. **Our speaker, Jeanine Buishas, is returning** to assist classroom teachers, teachers of the gifted, and administrators as they explore evidence-based practices specifically for advanced learners. These strategies will provide classrooms with a Multi-tiered System of Support (MTSS) to meet the academic, social, and emotional needs of their advanced learners.

The afternoon provides a supportive time for sharing and questions with a knowledgeable facilitator regarding your districts work and future needs.

**\*Gifted decision makers for policies and procedures from each district may attend: the 1:45 - 3:30 PM afternoon session w/their team, free of charge.**

**This workshop will include:**

### **Morning: Exploring Evidence-Based Practices for Advanced Learners**

Teachers often have a plethora of differentiation strategies in their instructional toolbox. This interactive workshop will focus on those that are most effective for supporting the academic, social, and emotional growth of gifted learners. Research and resources will be provided to enhance curriculum and instruction in varied classroom settings.

### **Afternoon: Refining District Practices and Procedures for Advanced Learners**

\*Facilitated networking session - District teams are invited to collaborate with other educators to share procedures and programming aligned to meeting the needs of advanced learners.

**Date:** Sept 20, 2018

**Time:** 8:30 AM - 3:30 PM

**Cost:** \$150

**Location:** ROE Moline

**Audience:** Gifted Coord., Teachers, Gifted Team members, Instructional Coaches and Administrators

**PD Hours:** 6

**Presenter:** Jeanine Buishas

**Registration Deadline:** 9/13/2018



**FOR MORE INFORMATION ON GIFTED EDUCATION**

Please contact Nancy Galbraith @ 309/736-1111  
Or email [nancy.galbraith@riroe.com](mailto:nancy.galbraith@riroe.com)

## LANGUAGE ARTS

### #11677 **Sticky Notes! Innovate Idea that will Stick! A Simple Teaching Resource for all Teachers**

"Who would have thought that simply putting a bit of semi-sticky glue on the back of a small piece of paper could be so powerful for student learning?" - Edutopia

No matter if you teach Kindergarten, or Calculus, "sticky notes" are easy to use tools that can enhance student learning in a fun and innovative way. Come and learn the many uses of sticky notes for every classroom!

A Make and Take Workshop!

**Date:** Sept 11, 2018

**Time:** 4:00 - 7:00 PM

**Cost:** \$100

**Location:** ROE Atkinson

**Audience:** K-12 Teachers

**PD Hours:** 3

**Presenter:** Dara Carr

**Registration Deadline:** 9/4/2018

### #11682 **Check Your Work! Teaching Students how to Check their Work!**

When you ask your students to check their work, what do they do? Probably nothing! Could it be, that students don't know what they need to do in order to check their work? This workshop will look at the strategy of checking one's work and how to effectively teach students to check their work at varied levels.

**Date:** Sept. 25, 2018

**Time:** 4:00 - 6:30 PM

**Cost:** \$100

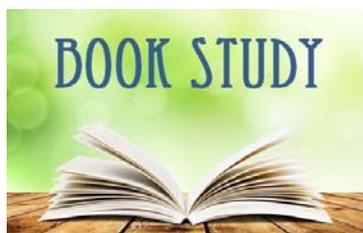
**Location:** ROE Atkinson

**Audience:** K-12 Teachers

**PD Hours:** 2.5

**Presenter:** Dara Carr

**Registration Deadline:** 9/18/2018



### #11707 **Free the Teachers Online Book Study**

We will read and discuss the book, "Free the Teachers: A Guide to Joyful Teaching and Learning". Work with colleagues as you recapture the joy and excitement of why you became a teacher in the first place! The initial kick-off meeting is Sept 18, from 4-5 PM at the RIROE Office.

This 12-week book study will use an online forum. Participants will be responsible for reading required assignments, responding to bi-weekly discussion postings, and responding to at least 3 other participants' responses during each discussion. Further guidelines for this book study and how to engage in the forum will be discussed during the initial meeting. You must complete all requirements to receive full credit. **Book is included in fee.**

**Date:** Sept 18, 2018 (Face-to-face)

**Time:** 4:00 - 5:00 PM

**Cost:** \$175

**Location:** ROE Moline

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 13

**Presenter:** Dr. Dave Markward & Deb Taber

**Registration Deadline:** 9/11/2018

### #11683 **Coding for K-5 Grades**

Computer programming activities help students become better problem solvers, critical thinkers, and effective communicators. In this workshop, participants will experience several free/low-cost classroom activities that introduce programming concepts to young students. Starting with board game-like challenges for early elementary students, programming fundamentals can be taught in a way that easily transitions into computer-based programming activities that can easily be implemented into any classroom.

**Date:** Sept. 28, 2018

**Time:** 8:30 AM - 3:00 PM

**Cost:** \$125

**Location:** ROE Atkinson

**Audience:** K-5 Teachers & Administrators

**PD Hours:** 6

**Presenter:** Janet Moore

**Registration Deadline:** 9/21/2018

## LANGUAGE ARTS (cont.)

### #11691 Rubrics Revisited

Rubrics are multi-purpose scoring guides that are used to assess student products and performances in a number of different ways. BUT, rubrics can be so much more! Rubrics when done correctly, can improve teaching, provide feedback to students, contribute to a sound assessment suite and are an important part of program improvement. Come learn how to effectively use and create rubrics for student and teacher success.

**Date:** October 3, 2018

**Time:** 9:00 AM - 2:30 PM

**Cost:** \$125

**Location:** ROE Atkinson

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 5

**Presenter:** Dara Carr

**Registration Deadline:** 9/21/2018

### #11712 Vocabulary that will Stick

With the adoption of the new standards, teachers learned quickly that vocabulary instruction should focus on tier 2/academic vocabulary words. What the standards didn't tell teachers, is how to TEACH vocabulary!

This workshop will focus on vocabulary instructional strategies that will help educators in all grade levels and content areas. Participants will leave with a "book" of engaging vocabulary strategies!

**Date:** October 12, 2018

**Time:** 9:00 AM - 2:30 PM

**Cost:** \$125

**Location:** ROE Moline

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 5

**Presenter:** Dara Carr

**Registration Deadline:** 10/5/2018

**-ALSO AVAILABLE-**

### #11678 Vocabulary that will Stick!

**Date:** October 23, 2018

**Time:** 9:00 AM - 2:00 PM

**Cost:** \$125

**Location:** ROE Atkinson

**PD Hours:** 4.5

**Registration Deadline:** 10/16/2018



### #11676 Ditch that Home work!

"Students hate it. Parents wonder if it's worth the tears, frustration, and nightly arguments. Teachers debate whether it's really helpful or just busy-work that consumes their precious time. One thing everyone can agree on is that homework is a contentious topic." – Ditch That Homework

Come and learn what authors, Matt Miller and Alice Keeler have to say about homework. Workshop participants will look at the pros and cons of homework, why teachers assign it and what life would be like if there was no homework! Strategies to replace homework will be highlighted.

**Date:** Nov. 8, 2018

**Time:** 9:00 AM - 2:30 PM

**Cost:** \$150

**Location:** ROE Atkinson

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 5

**Presenter:** Dara Carr

**Registration Deadline:** 11/1/2018

### #11715 Response Literacy Teaching: Opinion/Argument Writing with Responsive Teaching

How are **Opinion** and **Argument** writing the same and how are they different? The tasks in the classroom often require students to compare and contrast two or more pieces of literature that deal with a common theme. This workshop will use tools and strategies to show educators ways to teach Opinion and Argument writing in their classrooms. Theory and practice will be modeled at the session.

**Date:** November 14, 2018

**Time:** 9:00 AM - 3:30 PM

**Cost:** \$125.00

**Location:** ROE Moline

**PD Hours:** 6

**Audience:** Teachers and Administration

**Presenters:** Joan Tunnell and Suki Glasser

**Registration Deadline:** 11/7/2018

## LANGUAGE ARTS (cont.)

### #11679 Teaching with Poverty in Mind: What being Poor Does to Kids' Brains and what Schools can do about it– Book Study!

Join area teachers in a collaborative study of Eric Jensen's book, Teaching with Poverty in Mind. Learn through this book study a practical guide on how to make a positive change in the lives of ALL students.

Participants will be required to attend the book study "kick-off event" on November 14, 2018 from 4:00-6:00 pm. From November 14, 2018 - January 12, 2019, participants will be required to read and record timely video responses to a variety of questions using Flipgrid, a video discussion board. Price includes a copy of the book.

**Date:** Nov. 14, 2018

**Time:** 4:00 - 6:00 PM (face-to-face)

**Cost:** \$150

**Location:** ROE Atkinson and Online

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 8

**Presenter:** Dara Carr

**Registration Deadline:** 11/7/2018

### #11716 Response Literacy Teaching: Informative/Expository Writing with Responsive Teaching

"My students need more practice in writing informational text. What resources are available to help me help them organize their thoughts and get them on paper? What is the best way to model this type of writing?" This workshop is designed to help educators locate and use resources that can be used in teaching research writing based on two pieces of Informational Text and a video, involving historical or scientific content.

Theory and practice will be modeled at the session.

**Date:** November 15, 2018

**Time:** 9:00 AM - 3:30 PM

**Cost:** \$125.00

**Location:** ROE Moline

**PD Hours:** 6

**Audience:** Teachers and Administration

**Presenters:** Joan Tunnell and Suki Glasser

**Registration Deadline:** 11/8/2018

### #11680 Kids Deserve It! Book Study!

Join area teachers in a collaborative study of Todd Nesloney and Adam Welcome's book, Kids Deserve It!

"In Kids Deserve It!, Todd and Adam encourage you to think big and make learning fun and meaningful for students. While you're at it, you just might rediscover why you became an educator in the first place. "- #KidsDeserveIt

Participants will be required to attend the book study "kick-off event" on November 27, 2018 from 4:00-6:00 pm. From November 27, 2018 - January 28, 2019, participants will be required to read and record timely video responses to a variety of questions using Flipgrid, a video discussion board. Each participant will receive a copy of the book.

**Date:** Nov. 27, 2018

**Time:** 4:00 - 6:00 PM (face-to-face)

**Cost:** \$150

**Location:** ROE Atkinson and Online

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 8

**Presenter:** Dara Carr

**Registration Deadline:** 11/20/2018

### #11690 Santa's STEM Workshop

Come join me for a fun-filled Make-and-Take Day!! Let me help you fill your winter months (and these few weeks before the holiday break) with STEM activities that are both fun and educational. As, I have wrapped up the best winter STEM activities that the web has to offer and want to share them with you. During our time together, we will explore activities that can be modified to reach specific grade levels and that are aligned to the standards.

**Date:** Nov. 29, 2018

**Time:** 9:00 AM - 2:30 PM

**Cost:** \$150

**Location:** ROE Atkinson

**Audience:** K-12 Teachers & Administrators

**PD Hours:** 5

**Presenter:** Dara Carr

**Registration Deadline:** 11/22/2018

## LANGUAGE ARTS (cont.)

### **#11624 Using Children's Literature that Supports Reading and Writing, Three Workshops in One!**

Make the most of your professional development with an opportunity to have hands on experience with picture books and a host of other ideas to get your classroom ready for next school year. Three presentations will be presented in one day to pique your interest in using more picture books in your Pre-K-5th grade classrooms. Together we will explore books, strategies and connect these to the Common Core Standards to include in your lessons plans and units of study! Laura is the ELA Content Specialist for the State of Illinois and a Gifted Consultant. Take advantage of this affordable opportunity to hear one of the most knowledgeable presenters in the ELA field. Her presentation will help you work with ALL students in your classroom.

**Part I: Using Picture Books and Books with Pictures, the Stories They Tell and What Children Can Learn from them.** In this session, participants will experience the whole book approach to using children's literature for read alouds as well as matching children with books. Together we will explore how the physicality of the book the art work and the words create visual interplay that leads to enhanced vocabulary, close reading comprehension development. Please attend this workshop as we will explore something tried and true and new books on the market that you and your students will enjoy.

**Part II: Primary Readers as Super Sleuths: Developing Readers as Problem Solvers and Critical Thinkers Through Mystery Stories.** Using a variety of picture books and developmentally appropriate early novels, we will explore the genre of "mystery". This session will advise educators how to create an enriching literacy environment that develops and advances the skill set of problem solving as well as critical and create thinking. A bibliography of texts will be shared to start your super sleuths on the path of reading between the lines and become detectives of literary investigation.

**Part III: Selecting and Utilizing Multicultural and Culturally Relevant Children's Literature to Understand Ourselves and Others.** We live in a diverse and ever changing global society. Quality picture books and informational narrative texts will be the lens by which our above average/gifted students can view themselves and the perception of others. Differences between diverse, multicultural and culturally relevant literature will be examined. This session demonstrates how noted authors and illustrators create valuable literary experiences through the stories they tell and the pictures that make words come alive. Carefully created bibliographies, and notable web links will support attendees transfer to classroom use supporting our above average/gifted learners. Empathy, self-realization, and perspectives of other will be discussed using critical and creative thinking.

**Date:** October 24, 2018

**Time:** 8:30 AM - 3:30 PM

**Cost:** \$125

**Location:** ROE Moline

**Audience:** PreK-5th Grade General, Special Ed and Gifted Teachers, Librarians, Literacy/RtI/ Intervention Coaches and Reading Specialists

**Presenter:** Laura Beltchenko

**Registration Deadline:** 10/17/2018



# MATH

## #11693 Getting to Know the SAT Math!

This workshop will focus on the structure and design of the SAT Mathematics assessment and will help teachers become more familiar with the topics, goals, and items associated with this required assessment. Free resources and practice materials will be provided and the connections between the SAT and the state standards and mathematical practices will be highlighted.

**Date:** Sept 6, 2018  
**Time:** 8:30 AM – 2:00 PM  
**Cost:** \$125.00  
**Hours:** 5  
**Audience:** 9-12 Grade Teachers and Administrators  
**Presenters:** Dr. Robert Mann  
**Location:** ROE Atkinson  
**Registration Deadline:** 8/31/18



## #11633 Desmos Update Tools for Grades 7-12

Desmos has become a leader as a free online graphics calculator. It is available, and runs easily, on iPads, phones, tablets, and computers. The Desmos Company has explicit goals for helping students learn and love math. (It is worth noting that the College Board has recently decided to make Desmos available on the SAT.) This workshop will have three components: (1) The graphing calculator which can be used by teachers to dynamically demonstrate mathematical concepts and by students to explore and learn concepts, (2) Desmos Classroom Activities which are an ever-growing set of online activities which teachers can use to engage their students, and (3) Desmos Activity Builder, so teachers can modify and build their own interactive Desmos Classroom Activities. We will connect the classroom activities to the Common Core State Standards for Mathematics and the Mathematical Practices.

**Bring a laptop or device, as we will be accessing online teaching resources. There will be a 30 minute break for lunch on your own.**

**Date:** Sept 11, 2018  
**Time:** 9:00 AM – 3:30 PM  
**Cost:** \$125.00  
**Hours:** 6  
**Audience:** Grades 7-12  
**Presenters:** Dr. Jim Olsen & Dr. Kim Hartweg  
**Location:** ROE Moline  
**Registration Deadline:** 9/4/18



### ROE CLOSED

September 3, 2018	Labor Day
October 8, 2018	Columbus Day
November 6, 2018	Election Day
November 12, 2018	Veteran's Day
Nov. 22 & 23, 2018	Thanksgiving
Dec 24 & 25, 2018	Christmas

### OFFICE HOURS ARE

**MON-FRI 8 AM - 4:30 PM**

### Fingerprinting Hours

**Closed for lunch 12:00 - 12:45 PM**

**MON - FRI 8 AM - 4:00 PM**

**GED, ILTS & Parapro TESTING**

**THURS 9 AM - 4 PM**

**CONSTITUTION TESTING**

**FRIDAYS 9 AM**

# MATH (CONT.)

## #11700 Guided Math K-2

This interactive workshop will help teachers support the needs of all math learners and help them meet high expectations in K-2 classrooms. Participants will learn how to use flexible grouping, workstations, and resources to address diverse student needs and to create a numeracy-rich environment.

### Specifically, participants will:

- Develop an understanding of guided math as a practice to support differentiation, assessment, instruction, and learning in the classroom.
- Identify powerful strategies to develop number sense and conceptual understanding of math concepts.
- Investigate effective models to implement guided math in order to maximize instructional time.
- Explore authentic application of mathematical concepts.

**Note: A separate registration will be required to attend the strongly suggested ½ day K-5 Guided Math FOLLOW UP session on Tuesday, December 4th(Workshop #11702 page 13).**

**Date:** Sept 13, 2018

**Time:** 9:00 AM – 3:30 PM

**Cost:** \$125.00

**Hours:** 6

**Audience:** General, Special Ed, and RtI Teachers of Grades K-2 Math Curriculum

**Presenters:** Jessie Mason

**Location:** ROE Moline

**Registration Deadline:** 9/4/18



## #11701 Guided Math 3 - 5

This interactive workshop will help teachers support the needs of all math learners and help them meet high expectations in 3-5 classrooms. Participants will learn how to use flexible grouping, workstations, and resources to address diverse student needs and to create a numeracy-rich environment.

### Specifically, participants will:

- Develop an understanding of guided math as a practice to support differentiation, assessment, instruction, and learning in the classroom.
- Identify powerful strategies to develop number sense and conceptual understanding of math concepts.
- Investigate effective models to implement guided math in order to maximize instructional time.
- Explore authentic application of mathematical concepts.

**Note: A separate registration will be required to attend the strongly suggested ½ day K-5 Guided Math FOLLOW UP session on Tuesday, December 4th(Workshop #11702).**

**Date:** Sept 18, 2018

**Time:** 9:00 AM – 3:30 PM

**Cost:** \$125.00

**Hours:** 6

**Audience:** General, Special Ed, and RtI Teachers of Grades 3-5 Math Curriculum

**Presenters:** Jessie Mason

**Location:** ROE Moline

**Registration Deadline:** 9/4/18

## MATH (CONT.)

### #11694 EN3: Engage, Enlighten, Enrich

Education has many standards, practices, frameworks, and of course, assessments. Sometimes it is difficult to know what topics and methods to use and emphasize. Come experience a simple but effective teaching philosophy that hopes to achieve three goals each day: Engage, Enlighten, and Enrich. Many hands-on, minds-on, activities that encompass these goals for mathematics will be shared and hopefully participants will leave EN-cubed and Empowered!

**Date:** Sept 18, 2018  
**Time:** 8:30 AM – 2:30 PM  
**Cost:** \$125.00  
**Hours:** 5.5  
**Audience:** 9-12 Grade Teachers and Administrators  
**Presenters:** Dr. Robert Mann  
**Location:** ROE Atkinson  
**Registration Deadline:** 8/31/18

---

### #11692 K-3 Number Relationships, Basic Facts, Place Value, and Number Talks

Experience hands-on activities and number talks that can be used in the K-3 classroom to help students: 1) bridge the gap from counting to understanding a quantity in multiple and flexible ways, 2) master basic addition and subtraction facts, and 3) improve their understanding of place value. Number and operations in base ten and operations and algebraic thinking standards will be addressed.

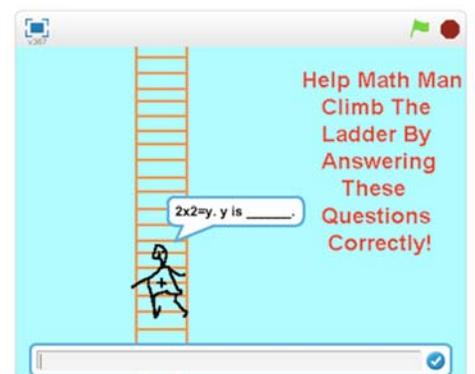
**Date:** Sept 27, 2018  
**Time:** 9:00 AM – 3:00 PM  
**Cost:** \$125.00  
**Hours:** 5  
**Audience:** General, Special Ed, and RtI Teachers of Grades K-3 Math Curriculum  
**Presenters:** Dr. Kim Hartweg  
**Location:** ROE Moline  
**Registration Deadline:** 9/20/18

---

### #11685 Coding for Grades 6-12!

Use computer programming concepts to teach geometry and graphic design! In this workshop, participants will explore the free Logo computer programming platform for teaching students the fundamentals of coding while developing their problem-solving and geometric reasoning skills. Then, they will apply those skills to create graphic design works of art.

**Date:** Nov. 16, 2018  
**Time:** 8:30 AM – 3:00 PM  
**Cost:** \$125.00  
**Hours:** 6  
**Audience:** 6-12th Grade Teachers  
**Presenters:** Janet Moore  
**Location:** ROE Atkinson  
**Registration Deadline:** 11/08/18



## MATH (CONT.)

### #11702 K-5 Guided Math Follow UP Session

This session allows full-day participants to discuss and gain a deeper understanding of implementation and the material presented during the K-2 and Grades 3-5 September 2018 workshops. **Participants for this workshop MUST have attended one of the September 2018 Full-day Guided Math K-2 or 3-5 sessions. Note:** A separate registration will be required to attend this ½ day K-5 Guide Math FOLLOW UP session on Tuesday, December 4th, 2018. This session allows full-day participants to discuss and gain a deeper understanding of implementation and the material presented during the K-3 and Grades 3-5 September 2018 workshops and attending this follow-up is strongly suggested.

**Date:** Dec. 4, 2018

**Time:** 1:00 – 3:30 PM

**Cost:** \$25.00

**Hours:** 2.5

**Audience:** General, Special Ed, and RtI Teachers of Grades K-5 Math Curriculum

**Presenters:** Jessie Mason

**Location:** ROE Moline

**Registration Deadline:** 11/27/18

Attend one of the workshops on pg 14 for Guided Math first.



Due to the great response to these courses, the ROE will continue to partner with CE Credits Online for another year and lower the prices starting in July 2018. These courses will still be available for grad credit but do not include the cost of grad credit when you pay for your course. For courses, descriptions and other information for CE Credits offerings please visit our website [www.riroe.com](http://www.riroe.com) and click on "CE Credits".

For additional information on registration please contact Julie Cox at 309/736-1111 or email: [julie.cox@riroe.com](mailto:julie.cox@riroe.com)

# SCHOOL IMPROVEMENT

## #11723 Instructional Coaches Networking Sessions

As an Instructional Coach, do you feel like you are "all alone" in the world of coaching? Do you need to share your questions, brainstorm ideas and strategies, collaborate with peers, and expand your "bag of tricks"? Let's grow and learn together! **Objective:** RIROE school district's Instructional Coaches will meet and generate conversations, sharing, and growing together as Instructional Coaches. At this first Networking, we will determine our direction, topics of interest, and set future dates.

**Date:** September 25, 2018

**Time:** 1:00 - 3:00 PM

**Hours:** 2 PD for each session

**Cost:** \$25

**Location:** ROE Moline

**Audience:** Teachers and Administrators

**Presenter:** Deb Taber

**Registration Deadline:** 9/18/2018

## #11708 Evidence-Based Funding Model and ESSA Overview

**This is Session 1 of 3:** Recent legislation has changed the way Illinois public schools will receive state funding. Learn how the evidence-based funding model will impact how state funding is distributed to schools. Become familiar with the 26 Elements and how they are used to calculate the adequacy target. Dive into the Every Student Succeeds Act (ESSA) and develop an understanding on how your school will be recognized using the new State Accountability System. Recognize accountability indicators and how these indicators will be used to determine the score your school will receive. (register for each session separately see workshop #11714 & #11711)

**Date:** October 11, 2018

**Time:** 1:00 - 4:00 PM

**Cost:** \$75.00\* (price break of \$275.00 when you sign up for all 3)

**Location:** ROE Moline

**PD Hours:** 3

**Audience:** K-12 Superintendents, Principals and School Improve. Teams

**Presenter:** Ralph Grimm

**Registration Deadline:** 10/6/2018

## #11711 Planning for Continuous School Improvement with EBM & ESSA

**Session 2 of 3:** of the ESSA Overview. For a complete description of this session please check under "Administrator Academy" section on page 4.

**Date:** October 25, 2018

**Time:** 8:30 AM – 3:30 PM

**Location:** ROE Moline

**PD Hours:** 3

**Cost:** \$125.00\*

**Audience:** Administrators

**Presenter:** Ralph Grimm

**Registration Deadline:** 10/18/2018

## #11714 Continuous School Improvement with EBM and ESSA : Facilitated Work Day

**Session 3 of 3:** The final session of the EBM and ESSA Series will allow for district and building school improvement teams to work on school improvement plans for the 2018-2019 school year. This facilitated workday begins with a brief review of the 26 Elements of EBM, subgroup data identification and collection, and the essential components of an effective school improvement plan. Then, teams will begin working on school improvement plans using templates provided, ones already in place, or can explore new options. There will be opportunities for teams to report out on their work and collaborate and facilitators will be available to answer questions and provide feedback. The goal for this session is for teams to leave with a solid foundation for their school improvement plan. (register for each session separately see workshop #11708 & #11711)

**Date:** Nov 13, 2018

**Time:** 8:30 AM – 3:30 PM

**Location:** ROE Moline

**Cost:** \$125.00\*

**PD Hours:** 6

**Presenter:** Ralph Grimm

**Audience:** Teachers and Administrators

**Registration Deadline:** 11/6/2018

\* Price break of \$275 when you register for all 3 of sessions of Ralph Grimm

## SCHOOL IMPROVEMENT (cont.)



### #11710 Restorative Practices for Schools: 3 Sessions

This 3 session series will prepare school personnel to create with student services to apply the principles of Restorative Justice in meeting the needs of at risk youth. These principles and practices provide a framework to better implement the regulations under SB100 and to reach out into communities to help support these efforts.

**Phase One:** Brief review of key elements of the SB100 legislation that impacts school personnel and the community. A presentation and case study of the application of restorative justice practices, and next steps.

**Phase Two:** Simulations of school based "Circle Discussions." The group will conduct development of a draft mission/or vision for restorative justice practices.

**Phase Three:** Begin exploration of community development processes and hear from local experts in the restorative practice process, both the school and community. Activities will be provided in modifying Board Policies and Operational Processes.

**You must attend all 3 dates: October 19, November 29 and Dec 12, 2018**

**Dates:** October 19, November 29 and Dec 12, 2018

**Time:** 9:00 AM - 12:00 PM each day

**Cost:** \$175.00

**Location:** ROE Moline

**PD Hours:** 9

**Audience:** All Educators and Staff

**Presenter:** Lloyd Kilmer & Brett Elliott

**Registration Deadline:** 10/12/2018



---

### #11719 Using Assessments to Improve Student Learning

Participants will identify characteristics of their students as learners, strengths, interests, and potential through the context of the classroom. Participants will analyze students' work from their classroom with a variety of assessments to monitor progress of learning goals quantitatively for each student. Progress monitoring will be used to monitor the student's learning to determine if finite adjustments with a variety of strategies are warranted to affect the student's learning. Reflective teaching practices will be utilized throughout the workshop to analyze their practice in light of student achievement.

**Participants are required to bring a laptop or tablet to access data and research and to bring the work from a recent/current unit of study of at least 2 students. Student work may include pretest, formative assessment data, activities throughout the unit to demonstrate skills, etc.**

**Date:** November 27, 2018

**Time:** 9:00 AM - 3:30 PM

**Cost:** \$125.00

**PD Hours:** 5.5

**Location:** ROE Moline

**Audience:** Primary and Secondary Level Teachers and Administrators

**Presenter:** Carole Allert

**Registration Deadline:** 11/20/2018

## SOCIAL EMOTIONAL

### **#11706 Mindfulness Driven SEL for Educators, Grades K-12**

During this session, participants will learn about components of a mindful classroom and the basics of designing a mindful classroom for intermediate learners, experience mindful techniques, yoga for kids, and brain breaks that can be used with any behavior management program, develop an understanding of how mindfulness and self-practice can reduce stress and increase mindfulness for the educator. Participants will also be exposed to basic mindfulness research and learn about many free resources available online, including free mindfulness and service learning curriculum choices available online. Lindsay Meeker and Andrea Hyde are in the process of publishing a book coming out soon! These presenters are also certified in yoga for kids and they have implemented mindfulness in public schools.

**Date:** Sept. 19, 2018

**Time:** 4:00 - 7:30 PM

**Location:** ROE Moline

**Cost:** \$75.00

**Hours:** 3.5

**Audience:** All Teachers and Administrators

**Presenter:** Lindsay Meeker and Dr. Andrea Hyde

**Registration Deadline:** 9/12/2018

---

### **#11709 Creating Students Success by Implementing Social Emotional Learning Standards**

The best learning occurs when supportive relationships are present; Social Emotional Learning (SEL) is at the center of this success. This workshop will provide participants an overview of the SEL Standards and a collection of resources that can be used in classrooms. Don't miss out on this fun, energetic and ENGAGING Workshop!

**Date:** October 18, 2018

**Time:** 9:00 AM – 2:30 PM

**Cost:** \$125.00

**Hours:** 5

**Location:** ROE Moline

**Presenter:** Dara Carr

**Audience:** K-12 Teachers and Administrators

**Registration Deadline:** 10/11/2018

---

### **#11710 Restorative Practices for Schools: 3 Sessions**

This 3 session series will prepare school personnel to create with student services to apply the principles of Restorative Justice in meeting the needs of at risk youth. These principles and practices provide a framework to better implement the regulations under SB100 and to reach out into communities to help support these efforts. (For more information see this workshop under School Improvement page 17).

**You must attend all 3 dates: October 19, November 29 and Dec 12, 2018**

**Dates:** October 19, November 29 and Dec 12, 2018

**Time:** 9:00 AM - 12:00 PM each day

**Cost:** \$200.00

**Location:** ROE Moline

**PD Hours:** 9

**Audience:** All Educators and Staff

**Presenter:** Lloyd Kilmer & Brett Elliott

**Registration Deadline:** 10/12/2018

## SOCIAL EMOTIONAL (cont.)

### #11699 Building Resiliency in our Students and Staff

*Over 200 educators attended our Adverse Childhood Trauma (ACEs) workshops with Jen Best and Anne McNelis last year. Jen and Anne are back. They will be moving us forward and teaching us how to build resiliency in children AND adults (reducing professional burnout!)*

During the **morning session**, **Jen** will address building resiliency in our students. Resilience is defined as the process of adapting well in the face of adversity, trauma, tragedy, threats, or significant sources of stress. When children are resilient, they are better able to make sense of difficult situations, build healthier relationships, regulate emotions more effectively, and experience control over their lives. Even in the face of adverse childhood experiences, individuals can learn the skills to become more resilient. Adults in a child's life can develop environments that correlate to resilience, and engage children in experiences and activities that build resilience. This workshop will focus on what research tells us about how resilience develops, the role of protective factors in resilient individuals, and strategic ways to support children as they learn to become more resilient.

During the **afternoon session** **Anne** will concentrate on developing resiliency in adults and their specific needs. This portion of the workshop will cover the concepts of professional burnout vs. vicarious trauma, recognizing the signs and manifestations, how to prevent it/reduce/address it; and the **importance of self-care** on an individual level and how to build in self-care and resiliency within the school culture.

**Dates:** October 29, 2018  
**Time:** 8:45 AM - 3:30 PM  
**Cost:** \$125  
**Location:** ROE Moline  
**Hours:** 6  
**Audience:** All School Staff, Teachers, Paras, Disciplinary, and Administrators  
**Presenter:** Jen Best & Anne McNelis  
**Registration Deadline:** 10/22/2018

---

### #11732 Adverse Childhood Experiences (ACES) Interface

The ACE study confirms with scientific evidence that adversity during development increases the risk of physical, mental and behavioral problems later in life. The ACE Study and other research using the Study's framework have taught us that ACEs are the leading cause of health and social problems in our nation-the most powerful determinant of the public's health. Toxic stress during childhood can impact brain development and brain interaction with body systems and can result in negative behaviors. Learn about these patterns of brain development, the ACE study, our opportunities for ACE prevention, and how protective systems promote resilience in children, families and our community for more productive learning and safe, nurturing environments. **This workshop is mandatory for #11731 (page 20) .**

**Dates:** February 5, 2019  
**Time:** 9:00 AM - 3:30 PM  
**Cost:** \$125  
**Location:** ROE Moline  
**Hours:** 6  
**Audience:** All School Staff, Teachers, Paras, Disciplinary, and Administrators  
**Presenter:** Anne McNelis  
**Registration Deadline:** 1/29/2019

## SOCIAL EMOTIONAL (cont.)

### #11731 Using Restorative Practices for Positive Classroom Management at the Elementary Level

All participants **MUST** have attended an Adverse Childhood Experiences (ACEs): Interface workshops by Anne McNelis. Anne presented this at the ROE in the Spring and Summer of 2018. She will present this brain research information again on Tuesday, February 5th, 2019 at the ROE. (see pg. 18 #11732)

American society is organized around the concept of rewards and punishments. It is commonly believed that individuals intentionally choose their behavior. If behavior is unsafe or unhealthy, we punish the behavior, which will deter it. With increasing numbers of suspensions and expulsions, as well as justice-involved youth, this behaviorist-based approach has been heavily critiqued by modern-day criminology for missing the mark on the causality of problem behaviors in youth.

Research is very clear that punishment does not deter antisocial behavior. In fact, traumatized youth are thought to be caught in a trauma-violence cycle that traditional approaches make worse. This session will review what the research says about punishment-based approaches, and discuss how to use a trauma-informed approach to discipline called Restorative Practice. Teachers will learn how to organize their elementary-school classroom around use of restorative practices as part of an overall trauma-informed philosophy, including time to practice the use of these strategies to start implementing them with students.

Each participant will receive the book, *Better than Sticks or Carrots*, by Dominique Smith and Douglas Fisher.

**Dates:** February 11, 2019      **Time:** 9:00 AM - 3:30 PM  
**Cost:** \$125      **Location:** ROE Moline  
**Hours:** 5  
**Audience:** All School Staff, Teachers, Paras, Disciplinary, and Administrators  
**Presenter:** Jen Best  
**Registration Deadline:** 2/4/2019

## SOCIAL STUDIES

### #11725 Game On! Using Simulations of Democratic Processes in the Classroom

The one semester civic education requirement for Illinois prescribes that students engage in simulations of democratic processes to acquire and practice important disciplinary content, aptitudes, and habits. Walk away with free resources that support both short and long-term game play, simulations of civic practices and role playing. Explicit connections will be made to the Illinois Social Science Standards, the Common Core State Standards and the Danielson Framework for Effective Teaching. Appropriate for grades 6-12. (Note: There must be at least ten participants to offer this PD.)

**Date:** October 15, 2018  
**Time:** 9:00 AM – 3:00 PM (each day)  
**Location:** ROE Moline  
**Cost:** \$0 Cost covered by McCormick Foundation  
**Hours:** 5  
**Audience:** All Social Studies Teachers & Administrators  
**Presenter:** Mary Ellen Daneels  
**Registration Deadline:** 10/6/2018

## SOCIAL STUDIES (cont.)

### #11722 Using Inquiry to Implement the Illinois Social Science Standards and Unwrapping the Economic and Financial Literacy Standards through Classroom Activities

**Using Inquiry:** Following an overview of the new Illinois Social Science Learning Standards that are being implemented during the 2017-2018 school year, the training will focus on sharing ways to incorporate inquiry into units and lessons. This training session is designed to help educators, who are responsible for teaching social sciences, explore and understand the new standards, social science practices, the civics mandate and available resources to help implement the standards. Participants will participate in several activities, using original sources and artifacts, designed to focus students on asking questions and becoming more engaged in learning. Appropriate for grades K-12.

**Economic and Financial Literacy:** A presentation of materials developed by Econ Illinois that includes inquiry-based lessons and activities to address the Economic and Financial Literacy requirements contained in the new Illinois Social Science Standards. Activities and ideas will be shared that get students to think about how they will practice financial responsibility both now and in the future.

**Date:** October 26, 2018

**Time:** 9:00 AM – 3:00 PM

**Location:** ROE Moline

**Cost:** \$125.00

**Hours:** 5

**Audience:** All Social Studies Teachers & Administrators

**Presenter:** David Potthast

**Registration Deadline:** 10/19/2018

---

### #11724 Thermometers to Thermostats: Designing Informed Action through Service Learning

Thermometers to Thermostats: Designing Informed Action through Service Learning. The new Social Science Standards provide a pathway for students to engage in informed action to address compelling questions facing their community. Learn how to design and assess service learning projects, and no field trip budget is required. Walk away with free resources to support the new civics requirement and standards implementation. Explicit connections will be made to the Common Core State Standards, 21st Century Skills, Social Emotional Learning and the Danielson Framework for Effective Teaching. Appropriate for grades K-12. (Note: There must be at least ten participants to offer this PD.)

**Date:** November 16, 2018

**Time:** 9:00 AM – 3:00 PM (each day)

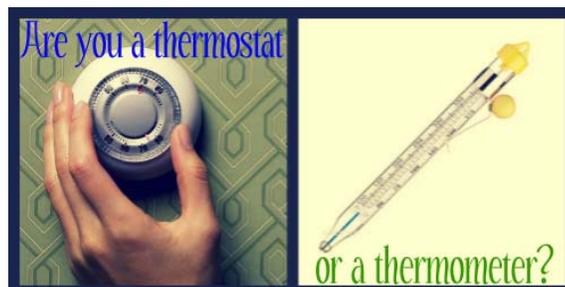
**Location:** ROE Moline

**Cost:** \$0 Cost provided by the McCormick Foundation

**Audience:** All Social Studies Teachers & Administrators

**Presenter:** Mary Ellen Daneels

**Registration Deadline:** 7/25/2018



## TECHNOLOGY

### #11695 Engaging Learners with Video

This workshop will provide teachers with ways to design, develop, and integrate video to enhance learning materials and classroom instruction. Teachers will learn how to create videos (including screencasts from the computer screen), edit videos, share videos, and curate videos on a YouTube channel (to make them available for easy use). Videos can be used in a wide variety of ways. Videos and video clips can be used in class, outside of class, to supplement concepts, to extend concepts, and to enhance a gifted education program. The tools we will be using for creating, editing, and curating videos are all free.

**Date:** November 1, 2018  
**Time:** 9:00 AM – 3:00 PM  
**Location:** ROE Moline  
**Cost:** \$125.00  
**Hours:** 6  
**Audience:** Grades 3-12 Teachers  
**Presenter:** Jim Olsen  
**Registration Deadline:** 10/25/2018



## OTHER STAFF DEVELOPMENT For All K-12 Classroom Teachers

### #11675 Diabetes Care Aides

Per The Care Act of 2011, schools are required to provide Unlicensed Diabetic Care Aides at the request of parents for children with diabetes. The Care Aides must be trained by a physician or CDE (Certified Diabetic Educator).

Tavia Vital, BSN, BA, RN, CDE, UnityPoint Medical will conduct this training. Participants will be provided with the following information:

1. Signs and Symptoms of Hypo- and Hyperglycemia
2. Diabetes Medical Management Plan
3. Blood Glucose monitoring
4. Counting Carbohydrates
5. Calculating Insulin
6. Giving Insulin
7. Giving Glucagon
8. Record Keeping

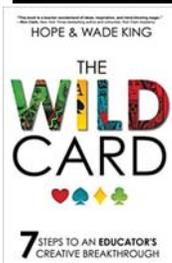
It is best to have more than one person trained in the event that person is absent from work and there is not a full time school nurse. This person is a volunteer. No employee can be required to perform this duty per The Care Act.

**Date:** September 26, 2018  
**Time:** 1:00 - 4:00 PM  
**Cost:** **FREE!**  
**Audience:** School Personnel  
**Location:** ROE Moline  
**Registration Deadline:** 9/19/2018

Remember, you can register for any of the, ROE Moline, workshops online at: [www.riroe.com](http://www.riroe.com)



## OTHER STAFF DEVELOPMENT For All K-12 Classroom Teachers (cont.)



### #11721 "The Wild Card" Workshop

Have you ever wished you were more creative, or that your students were more engaged in your lessons? The Wild Card is your step-by-step guide to experiencing a creative breakthrough in your classroom with your students. Come join me for a book study work based on Hope and Wade King's "The Wild Card". The authors will show you how to draw on your authentic self; your past experiences; personality quirks, interests, hobbies, and strengths to deliver your content creatively. The 7 steps in The Wild Card will give you the knowledge and the confidence to bring creative teaching strategies into your classroom. You'll learn...Why the deck is not stacked against you, no matter what kind of hand you've been dealt, why you should never listen to the JOKER, and use it to create classroom magic, how to apply the "Rules of Rigor" in order to fuse creativity with learning, and how to become the WILD CARD that changes the game for your students.

**The Wild Card by Hope and Wade King is included in your fee.**

**Dates:** Dec. 10, 2018

**Time:** 9:00 AM - 3:00 PM

**Hours:** 5

**Location:** ROE Moline

**Presenter:** Deb Taber

**Cost:** \$150.00

**Audience:** K-12 Teachers & Administrators

**Registration Deadline:** 12/3/2018

---

### #11713 Classroom Escape Game Challenges

Escape games have become a popular form of entertainment and teambuilding, and they can be exciting and enriching classroom activities as well! In this session, participants will explore how escape game challenges can reinforce classroom content while cultivating critical thinking, problem solving, and collaboration among students. After experiencing a variety of classroom escape game challenges, participants will learn how to set up versions that are tailored for their classrooms.

**Date:** November 2, 2018

**Time:** 9:00 AM - 3:30 PM

**Location:** ROE Moline

**Cost:** \$125.00

**Hours:** 6

**Presenter:** Janet Moore

**Audience:** K-12 Teachers & Administrators

**Registration Deadline:** 10/26/2018

---

### #11718 Flexible Seating

Have you been thinking about using flexible seating but just aren't quite sure where to start? In this workshop, we will share our answers to all of the "But what about..." questions that might be keeping you from taking the plunge with alternative seating. A flexible seating classroom is one in which traditional seating is replaced with seating arrangements that promote student choice. Participants will learn how to create student-centered collaborative spaces that will transform their classroom environment. This workshop will include how to implement seating at varying levels, whether you're interested in a gradual transition or a complete classroom overhaul. There will also be ideas, practices, and visual representation examples at both the primary and upper elementary levels. You can make this work with any budget!

**Date:** November 20, 2018

**Time:** 8:30 - 11:30 AM

**Location:** ROE Moline

**Cost:** \$75.00

**Hours:** 3

**Presenter:** Sarah DeBord & Jackie Colgan

**Audience:** K-12 Teachers & Administrators

**Registration Deadline:** 11/13/2018

**PROFESSIONAL DEVELOPMENT REGISTRATION FORM**  
One Week Advance Registration is required for all ROE programs

NAME \_\_\_\_\_ IEIN # \_\_\_\_\_

SCHOOL DISTRICT NAME AND NUMBER \_\_\_\_\_

BUILDING \_\_\_\_\_ SCHOOL PHONE #: \_\_\_\_\_

POSITION: (please circle one) Teacher Administrator Other (please explain) \_\_\_\_\_

HOME ADDRESS (city, state and zip) \_\_\_\_\_

\_\_\_\_\_ Grade Level Assignment \_\_\_\_\_

EMAIL \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORKSHOP ID #: \_\_\_\_\_

WORKSHOP TITLE: \_\_\_\_\_ AMOUNT ENCLOSED: \_\_\_\_\_

**WORKSHOP REGISTRATION INFORMATION**

1. Duplicate as necessary,; one form per person, per workshop. If registering as a team, please have each person fill out a form and send in all forms together.
2. Early registration is encouraged for all workshops. Workshop cancellation is determined by enrollment numbers 7 days before the date of the program.
3. It is suggested that you personally fax or mail your registration to the ROE before sending the registration form to your district for payment to ensure your reservation. Registration may also be filled out online at [www.riroe.com](http://www.riroe.com) Click on "online registration," fill out the form completely, and click on the "submit" button.
4. Confirmation emails will be sent to the email address indicated on your registration form upon receipt of registration by the ROE. To ensure that you receive this confirmation, please add the email address [julie.cox@riroe.com](mailto:julie.cox@riroe.com) to your address book so that this reminder does not go into your junk, bulk, or spam email.
5. All University fees and paperwork must be filled out and are due on the first day of any course that is offered for University credit.
6. Registrants will be responsible for all workshop fees unless they have cancelled 5 days before the scheduled workshop unless another date is indicated for a specific workshop. The only exception will be if the workshop is cancelled, in which case all workshop fees will be refunded within a two week period.
7. It is your responsibility to turn in any paper work into your district as well as arranging for your substitutes etc. in order to attend any ROE workshop.



Please check box below  
if you will require a  
receipt.



All payments must be received prior to the workshop date. Complete registration form and mail with your check or money order made out to "ROE" . Write workshop #'s on check memo and mail to: **Rock Island County Regional Office of Education, 3430 Avenue of the Cities, Moline, IL 61265 Phone: 309/736-1111 Fax: 309/736-1127 or Bureau, Henry, and Stark Counties Regional Office of Education, 107 S. State St., Atkinson, IL 61235 Phone: 309/936-7890 Fax: 309/936-1111**

**Refunds will be issued only to participants who call the ROE office to cancel (5) working days before the starting date of the program**