

Lake County Educational Services

a Division of the Regional Office of Education

Professional Development Opportunities

October 2017

Quick Links:

[LCES Homepage](#)
[List of Professional Development Courses](#)

[Register for a Workshop](#)

[Illinois State Board of Education](#)

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Senior Secretary: ELA, Math,
Science
jochsner@lake.roe34.org



Please join us for a fun Hand's-on, Interactive Math workshop, Math and Literacy Games for Grades K-3 with Award-Winning and Best-Selling Author, Jane Felling!

Participants will learn:

- * How to use games as a teaching strategy and why this powerful strategy works,
- * Classroom and resource management ideas,
- * Curriculum/problem-solving connections, strategies and implementation, and
- * A multitude of appropriate grade level games through hands-on play.

For more information or to register, please follow this [link!](#)

LCES can provide Professional Development for your upcoming Improvement/Institute Days

Opportunities for learning Professional Development in the following areas of concentration

- *Continuous Improvement
- *Evaluation/Student Growth
- *ELA *Math
- *Assessment *NGSS Science

Please contact Dr. Julie Retzlaff
(847) 223-3400 for more information.

[ISBE's October 2017](#)
Capture the Core Newsletter
(by grade band)
[Click Here](#)

Raising Student Achievement Conference

When: December 4 - 5

Where: Pheasant Run Resort, St. Charles, IL

Early Bird Registration Now Available-Ends October 20th

One Day - \$150 Two Days - \$250

For a copy of the flyer [click here](#)

For complete details & to register click [here](#)

If you have ANY administration, grade level, school, or personal information changes

PLEASE CONTACT JENNIFER OCHSNER iochsner@lake.roe34.org

Lake County Educational Services, 19525 West Washington Street, Grayslake, Illinois 60030

Phone: (847) 223-3400

Hours: Monday-Friday 8:00 am - 4:30 pm

Upcoming Administrators' Academies

October 2017		
10/25/2017;	GE79012	Gifted Education Seminar
10/26/2017	AD79153	A.A. #988 Interpersonal & Team Communication Skills for School Administrators - Revised
November 2017		
11/01/2017	AD79163	A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators
11/02/2017	SD79081	Proactive Measures for Creating an Environment that Embraces Diversity in our Schools
11/08/2017	AD81015	A.A. #1801 Gathering Evidence During Observations and Conferencing Using the Danielson Model
11/14/2017	AD79160	A.A. #1541 Proactively Dealing w/ Difficult Conversations: Bringing Out the Best in People at Their
11/28/2017	ME78250	Math and Literacy Games - Grades K-3
January 2018		
01/22/2018	TE82001	Erate 470 Application Workshop
February 2018		
02/01/2018	AD79166	A.A. #1085 Legal Issues in Special Education: Putting Theory Into Practice- Revised and Updated
02/07/2018	AD79159	A.A.#1250 Conducting Effective Professional Conversations with Teachers - Revised
02/21/2018	AD79164	A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators
02/22/2018	AD79157	A.A. #1631 Strategies to Successfully Implement Change to an Outcomes-Based Teacher Evaluation
March 2018		
03/06/2018	AD81016	Evaluator Retraining: Student Growth (AA#3000, AA#3001, AA#3002: Teacher Evaluator,
April 2018		
04/11/2018	AD79155	A.A. #1616 Update on School Law; Social Media and Special Education Law
04/17/2018	AD79154	A.A. #988 Interpersonal & Team Communication Skills for School Administrators
04/19/2018	AD79158	A.A. #1118 The Law as it Relates to the Rights, Employment, Retention and Dismissal of Teachers
04/24/2018	AD81017	A.A. #1452 Teacher Evaluator Competency Skill Building for Pre-Qualified Teacher Evaluators (Part 3
June 2018		
06/07/2018	AD81018	Evaluator Retraining: Student Growth (AA#3000, AA#3001, AA#3002: Teacher Evaluator,
06/14/2018	AD81019	A.A. #1801 Gathering Evidence During Observations and Conferencing Using the Danielson Model
06/21/2018	AD79165	A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators

AD79153 A.A. #988 Interpersonal & Team Communication Skills for School Administrators - Revised

Date(s): 10/26/2017
Time: 8:30 AM - 3:30 PM
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$220 - includes Administrators' Academy credit

Presenter(s): Gwen Onatolu, Michael Onatolu

This course is designed to help improve communication, ease frustration and conflict, and develop effective school leaders and school teams. The course and supporting materials are based on extensive field research on the psychology of interpersonal dynamics and utilizes an industry standard behavioral-based learning assessment developed by John Wiley and Sons, Inc. The ultimate goal is to have administrators apply their knowledge of workplace styles to improve relationships and enhance personal effectiveness and team performance. Administrators will complete an online Everything DiSC (R) profile assessment prior to attending this course. The course content can help administrators and other school leaders to: (a) Identify the four primary communication styles in the workplace and explain the general tendencies and priorities; (b) Understand their own style and tendencies and learn how to adapt behaviors; (c) Learn strategies to manage the different styles; (d) Promote appreciation of differences across the styles; (e) Reduce conflict; and (f) Enhance personal and team performance.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 10/11/2017.

AD79163 A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators

Date(s): 11/01/2017
Time: 8:30 am - 3:30 pm
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Dr. Michael Lubelfeld

The Academy focuses on a high rate of interrater reliability using the required performance evaluation ratings. Using case studies, the participants will collect evidence and use the Illinois Standards for Principal Evaluation to rate the principals. 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. Participants will prepare targeted professional development, in a collaborative and supportive way, plans that consider past results and contribute 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 evaluation plan will be to communicate the outcomes and findings in such a manner that the principals and assistant principals set goals for improvement. The participants own personal bias will be analyzed while making these decisions.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 10/17/2017.

Registration is online - www.lake.k12.il.us, click workshops

AD81015 A.A. #1801 Gathering Evidence During Observations and Conferencing Using the Danielson Model (Revised 2016)

Date(s): 11/08/2017

Time: 8:30am - 3:30 pm

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Shay McCorkle

This course will allow participants to learn effective skills and strategies for using Charlotte Danielson's Frameworks in a summative setting in order to more effectively:

1. Identify evidence at the component/element level during formal and informal observations;
2. Use evidence to effectively rate staff on the levels of performance for each domain;
3. Acquire strategies to support effective collaborative conferencing around formal and informal observations; and
4. learn techniques, strategies and protocols to use when conferencing with staff.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 11/01/2017.

AD79160 A.A. #1541 Proactively Dealing w/ Difficult Conversations: Bringing Out the Best in People at Their Worst

Date(s): 11/14/2017

Time: 8:30 AM - 3:30 PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$205 - includes Administrators' Academy credit

Presenter(s): Dr. Susan Baker, Anita Plautz

Participants will understand how to proactively deal with the difficult conversations they often have with staff, parents and other members of the educational community. Through the introduction of the DiSC Behavioral Styles, individuals will be able to identify how they respond in stressful situations and how to predict the behavior of others. In addition, participants will learn how to develop action plans to diffuse conflicts and to restore damaged relationships. Upon completion of this course, administrators will be able to proactively train their staff to manage difficult conversations and use peer support systems to effectively integrate and sustain the strategies they have learned.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 10/30/2017.

**AD79166 A.A. #1085 Legal Issues in Special Education: Putting Theory Into Practice-
Revised and Updated**

Date(s): 02/01/2018

Time: 8:30 AM - 3:30 PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$205 - includes Administrators' Academy credit

Presenter(s): Bennett Rodick

Participants will understand how to formulate an action plan for their buildings or districts using the latest information about IDEA, NCLB, recent court cases, and changes in regulations as they relate to students with special needs.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 01/17/2018.

**AD79159 A.A.#1250 Conducting Effective Professional Conversations with Teachers -
Revised**

Date(s): 02/07/2018

Time: 8:30 AM - 3:30 PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$205 - includes Administrators' Academy credit

Presenter(s): Dr. Donald Kachur

The focus of this course is on improving the participants' conferencing conversation skills and strategies with teachers. The goal of the conversations is to improve classroom teachers' abilities to reflect, learn, and apply insights to their own teaching lessons and instructional deliveries, all aimed at improvement of the teaching and learning in their classrooms. Participants will be able to identify the value of meaningful professional conversations about teaching and learning by helping teachers reflect on their teaching; expand their repertoire of questioning skills under the four phases of teacher's planning, teaching, reflecting, and analyzing of lessons resulting in reflective, self-directed learning; expand their repertoire of responding and empowering communication skills and strategies that promote reflective, self-directed learning as well as teacher choice; and learn how to create "conference lesson plans"-intent of content of messages, context of the messages, and speaking language to achieve the intended messages.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 01/23/2018.

Registration is online - www.lake.k12.il.us, click workshops

AD79164 A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators

Date(s): 02/21/2018
Time: 8:30 am - 3:30 pm
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Dr. Michael Lubelfeld, Dr. Nick Polyak

The Academy focuses on a high rate of interrater reliability using the required performance evaluation ratings. Using case studies, the participants will collect evidence and use the Illinois Standards for Principal Evaluation to rate the principals. 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. Participants will prepare targeted professional development, in a collaborative and supportive way, plans that consider past results and contribute 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 evaluation plan will be to communicate the outcomes and findings in such a manner that the principals and assistant principals set goals for improvement. The participants own personal bias will be analyzed while making these decisions.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 02/06/2018.

AD79157 A.A. #1631 Strategies to Successfully Implement Change to an Outcomes-Based Teacher Evaluation

Date(s): 02/22/2018
Time: 8:30 AM - 3:30 PM
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$205 - includes Administrators' Academy credit

Presenter(s): Robert Madonia

Administrators will learn how to develop staff/leader relationships, collect input from staff, and utilize consensus-building strategies to yield positive change. The Danielson Teacher Evaluation Model will be reviewed, Administrator's roles defined, and participants will practice and be prepared to lead the change process necessary to deliver the model effectively.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 02/07/2018.

AD81016 Evaluator Retraining: Student Growth (AA#3000, AA#3001, AA#3002: Teacher Evaluator, Administrator Evaluator, and Teacher & Administrator Evaluator) (Formerly #1779)

Date(s): 03/06/2018
Time: 8:30am - 3:30pm
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Shay McCorkle

This is the one required student growth retraining course for principal and teacher evaluators who are renewing their designations required to evaluate staff. Evaluators will be required to participate in a pre-session webinar that will review Part 50 Administrative Rules as they relate to student growth. Participants will learn how to:

1. Use assessments and measurement models identified by the joint committee in determining the student growth attributable to individual teachers/principals and understand how different types of assessments are used for measuring growth;
2. Use data from the evaluation rubric, other evidence collected, and best practices relative to evaluating student growth to link teacher/principal and school-level professional development plans to evaluation results;
3. Create, in collaboration with teachers/principals, supportive, targeted professional development plans that consider past results, contribute to professional growth, and assist teachers/principals in aligning professional development and goal-setting to school improvement goals; and
4. Communicate evaluation outcomes and findings in constructive and supportive ways that enable teachers/principals to set goals and improve practice.

AD79155 A.A. #1616 Update on School Law; Social Media and Special Education Law

Date(s): 04/11/2018
Time: 8:30AM - 3:30PM
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$220 - includes Administrators' Academy credit

Presenter(s): Brandon Wright

This course is a detailed review of the laws and regulations relating to use of social media and similar technology in schools, with a specific focus on issues relating to students with disabilities. It includes the implications and use of social media by staff and students during school and personal time, including a review of the relevant laws and regulations, case law, and current legal disputes relevant to those issues.

Application & Dissemination will be completed in-class.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 03/27/2018.

AD79154 A.A. #988 Interpersonal & Team Communication Skills for School Administrators

Date(s): 04/17/2018
Time: 8:30 AM - 3:30 PM
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$220 - includes Administrators' Academy credit

Presenter(s): Gwen Onatolu, Michael Onatolu

This course is designed to help improve communication, ease frustration and conflict, and develop effective school leaders and school teams. The course and supporting materials are based on extensive field research on the psychology of interpersonal dynamics and utilizes an industry standard behavioral-based learning assessment developed by John Wiley and Sons, Inc. The ultimate goal is to have administrators apply their knowledge of workplace styles to improve relationships and enhance personal effectiveness and team performance. Administrators will complete an online Everything DiSC (R) profile assessment prior to attending this course. The course content can help administrators and other school leaders to: (a) Identify the four primary communication styles in the workplace and explain the general tendencies and priorities; (b) Understand their own style and tendencies and learn how to adapt behaviors; (c) Learn strategies to manage the different styles; (d) Promote appreciation of differences across the styles; (e) Reduce conflict; and (f) Enhance personal and team performance.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 04/02/2018.

AD79158 A.A. #1118 The Law as it Relates to the Rights, Employment, Retention and Dismissal of Teachers

Date(s): 04/19/2018
Time: 8:30 AM - 3:30 PM
Location: Lake County High School Technology Campus, 19525 W. Washington St., Grayslake
Cost: \$205 - includes Administrators' Academy credit

Presenter(s): Robert Madonia

Participants will learn and be able to apply the knowledge and application of the law as it applies to teacher rights, liabilities, tenure, retention, due process and dismissal. Participants will learn how to conduct teacher employment searches and develop a template of legal interview questions to ask candidates. This template will be connected to the specific needs of the participant's district and will be a usable document for colleague administrators.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 04/04/2018.

AD81017 A.A. #1452 Teacher Evaluator Competency Skill Building for Pre-Qualified Teacher Evaluators (Part 3 of 3)

Date(s): 04/24/2018

Time: 8:30AM - 3:30PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Shay McCorkle

This course focuses on Competencies 3 and 4, of the rules, Section 50.420, Competencies of Qualified Evaluators, Sub-section b. This course will teach participants how to use data sets from summative teacher evaluations to design teacher professional development; and how to collaborate with teachers to develop targeted professional development plans which contribute to professional growth. This course is intended to move educators who have passed the ISBE evaluator training from compliance to competency. This course includes a one hour pre-assignment which will be e-mailed to participants after confirmation of registration. It would be beneficial for participants to have completed Parts 1 and 2 of this 3-part series, Illinois Administrators' Academy course numbers 1448 and 1451.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 04/09/2018.

AD81018 Evaluator Retraining: Student Growth (AA#3000, AA#3001, AA#3002: Teacher Evaluator, Administrator Evaluator, and Teacher & Administrator Evaluator) (Formerly #1779)

Date(s): 06/07/2018

Time: 8:30am - 3:30pm

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Shay McCorkle

This is the one required student growth retraining course for principal and teacher evaluators who are renewing their designations required to evaluate staff. Evaluators will be required to participate in a pre-session webinar that will review Part 50 Administrative Rules as they relate to student growth. Participants will learn how to:

1. Use assessments and measurement models identified by the joint committee in determining the student growth attributable to individual teachers/principals and understand how different types of assessments are used for measuring growth;
2. Use data from the evaluation rubric, other evidence collected, and best practices relative to evaluating student growth to link teacher/principal and school-level professional development plans to evaluation results;
3. Create, in collaboration with teachers/principals, supportive, targeted professional development plans that consider past results, contribute to professional growth, and assist teachers/principals in aligning professional development and goal-setting to school improvement goals; and
4. Communicate evaluation outcomes and findings in constructive and supportive ways that enable teachers/principals to set goals and improve practice.

Registration is online - www.lake.k12.il.us, click workshops

AD81019 A.A. #1801 Gathering Evidence During Observations and Conferencing Using the Danielson Model (Revised 2016)

Date(s): 06/14/2018

Time: 8:30am - 3:30 pm

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Shay McCorkle

This course will allow participants to learn effective skills and strategies for using Charlotte Danielson's Frameworks in a summative setting in order to more effectively:

1. Identify evidence at the component/element level during formal and informal observations;
2. Use evidence to effectively rate staff on the levels of performance for each domain;
3. Acquire strategies to support effective collaborative conferencing around formal and informal observations; and
4. learn techniques, strategies and protocols to use when conferencing with staff.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 05/30/2018.

AD79165 A.A. #1865 Principal Evaluator Competency Skill Building for Pre-Qualified Principal Evaluators

Date(s): 06/21/2018

Time: 8:30 am - 3:30 pm

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$225 - includes Administrators' Academy credit

Presenter(s): Dr. Michael Lubelfeld, Dr. Nick Polyak

The Academy focuses on a high rate of interrater reliability using the required performance evaluation ratings. Using case studies, the participants will collect evidence and use the Illinois Standards for Principal Evaluation to rate the principals. 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. Participants will prepare targeted professional development, in a collaborative and supportive way, plans that consider past results and contribute 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 evaluation plan will be to communicate the outcomes and findings in such a manner that the principals and assistant principals set goals for improvement. The participants own personal bias will be analyzed while making these decisions.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 06/06/2018.

Registration is online - www.lake.k12.il.us, click workshops

GE79012 Gifted Education Seminar

Date(s): 10/25/2017; 01/10/2018

Time: 8:30 AM - 3:30 PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$300 Lake County Coop Members \$350 All Others

Presenter(s): Marie Gehrig, Nancy Stream

The National Association for Gifted Children states that the Common Core State Standards are not sufficient on their own for gifted learners, and if adhered to without differentiation, may limit learning of gifted students. The Illinois State Board of Education invites classroom teachers to deepen their understanding of how to teach and reach gifted and talented students. The goal of the training, "Educators will be able to create an environment to identify gifted and talented learners, address their diverse needs, and measure student growth in the classroom," will be accomplished through the exploration of topics including perspectives on giftedness, knowing the "whole child," curriculum models and differentiation.

Benefit to Educators

* Receive two books Achieving Excellence Educating the Gifted and Talented by Frances A. Karnes and Kristen R. Stephens

Differentiation: Simplified, Realistic, and Effective by Bertie Kingore

* Receive flash drive with class content - The GES flash drive does NOT work on the Mac Lion OSIX or newer Operating Systems. Use of a PC or older Mac is mandatory.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 10/18/2017.

ME78250 Math and Literacy Games - Grades K-3

Date(s): 11/28/2017

Time: 8:30am - 3:30pm

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$150 Lake County Coop Members \$185 All Others

Presenter(s): Jane Felling

This workshop will be presented by award-winning and best-selling author Jane Felling. Participants will learn:

- * How to use games as a teaching strategy and why this powerful strategy works,
- * Classroom and resource management ideas,
- * Curriculum/problem-solving connections, strategies and implementation, and
- * A multitude of appropriate grade level games through hands-on play.

It's a total hands-on, interactive workshop where participants have the opportunity to become completely involved with the resources, strategies and activities.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 11/13/2017.

SD79081 Proactive Measures for Creating an Environment that Embraces Diversity in our Schools

Date(s): 11/02/2017

Time: 8:30 AM - 3:30 PM

Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake

Cost: \$75 Lake County Coop Members \$90 All Others

Presenter(s): Dr. Jacinta Thomas, Jill Bruellman

Participants will: 1) be introduced to Paul Gorski's notion of "equity literacy," a new paradigm for understanding diversity and multiculturalism;

2) understand the impact of language in fostering respect and inclusion or in promoting discrimination and isolation; 3) discuss the notion of political correctness and its role in schools; 4) explore proactive techniques for creating a school environment which is inclusive and welcoming of all students of differing ability levels, as well as of students belonging to different racial, ethnic, linguistic and religious backgrounds and sexual orientations; and 5) comprehend the role of the teachers/principals/school leaders in facilitating a positive learning environment by fostering a culture of inclusiveness and celebrating diversity.

A \$50 PROCESSING FEE WILL BE CHARGED IF YOUR REGISTRATION IS NOT CANCELLED BY 10/18/2017.

TE82001 Erate 470 Application Workshop

Date(s): 01/22/2018
Time: 8:30am - 11:30am
Location: Lake County High School Technology Campus, 19525 W. Washington St.,
Grayslake
Cost: There is no charge for this workshop

Presenter(s): Melinda Fiscus

The Schools and Libraries (E-rate) Program provides discounts on eligible data transmission services and Internet access, voice services, internal connections and managed internal broadband services and equipment for eligible schools and libraries.

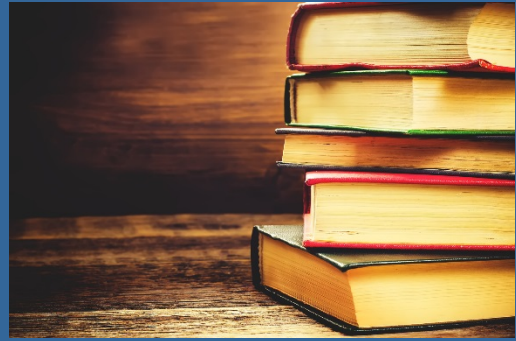
This session will provide Erate updates, completion of the 470 Application and Q&A on all aspects of the program. Participants are asked to bring:

- *A copy of last year's 470 & 471 applications
- *Log in information for the EPiC erate portal
- *Digital signature/pin information from Erate (the old trifold # and letter code)
- *Copies of current contracts
- *An internet ready device
- *Access to or a copy of the Fall SIS report with student totals for National School Lunch Program or CEP paperwork from lunch/nutrition office of your district

Media Center

The Media Center Library is a specialized collection of resources available for check out by Lake County Cooperative Membership district administrators and teachers. The collection consists of:

- Books (professional growth, textbooks, and fiction and nonfiction tradebooks)
- DVDs (content area supplements and professional growth)
- Science, social science, and math kits (kits often contain everything a teacher needs to complete the unit)
- StarLab (portable planetarium containing ten cylinders - Constellation, Starfield, Ocean, Native American, Biological Cell, Greek Mythology, Plate Tectonics, Weather, Moon, and the Solar System & Galaxy)



Hours:

Monday – Friday: 8:00 a.m. – 4:15 p.m.

Federal Holidays: Closed

School Holidays: Call

Contact: Jennifer Ochsner 847-223-3400 x 239

Workshop Registration

- Registration is online only. You can find our registration form here: [registration form](#)
- In most cases, registration closes 14 days prior to the start date of the workshop. No refunds will be given after that date.
 - There is a \$25.00 processing fee if you have not registered on-line or are registering past the close date and have been approved for a workshop. These fees will be added to the cost for the workshop. Any discounts you are entitled to will also be reflected on the invoice you will receive when your registration is confirmed.
- Each district has its own way of handling registrations. Please check with your department chair for your district's procedures.
- Approval from your district/school approver is required in order to complete your registration. Upon approval, an email confirmation and invoice will be sent to you.
- **IF YOU DO NOT RECEIVE AN EMAIL CONFIRMATION, YOU ARE NOT REGISTERED FOR THE CLASS.**

Payments

- APPROVING A REGISTRATION CONSTITUTES AN AGREEMENT TO PAY.
- If you are paying yourself, payment is required prior to the beginning of the workshop.
- Please make checks payable to Lake County Educational Services.
- We do not accept credit, debit or P-cards.
- Please return a copy of the invoice with your payment.

Cancellations and Refunds

- If a workshop is cancelled for any reason, participants will be notified prior to the date of the workshop and full refunds will be given to all who have paid.
- Participants who notify LCES that they are dropping the class on or before the registration deadline will not be required to pay any fee.
- Participants who drop after the registration deadline will be responsible for paying a processing fee (listed online), however alternates can be sent for a \$10 fee.