

ROE – COMMUNITY RELATIONS – ADMINISTRATIVE PROCEDURES

RELATIONS WITH EDUCATIONAL RESEARCH AND SERVICES

The purpose of the involvement of the Regional Office of Education in the research process is to provide information that will enable the staff to improve the educational program available to students.

1. The benefits or information available for the improvement of the educational program for the ROE.
2. The number of teachers, staff and students in the ROE involved.
3. The financial and human resources provided by the ROE necessary to complete the project.
4. The enhancement of or the detraction from the existing educational program of students because of the research project.

Procedures

1. The proposal should have the approval of the appropriate ROE administrator prior to its submission to the Regional Superintendent or his/her designee.
2. Written application with accompanying proposal should be submitted to the Regional Superintendent's or his/her designee's office at the ROE in Rantoul, Illinois.
3. After ROE approval, the appropriate form (see attached) is sent with a copy of proposal to requested program or department.
4. With approval/non-approval of the requested program or department head, the project request form is returned to the Regional Superintendent.
5. The appropriate college/university official will be notified by mail of action.