(District Name/Logo)

In-Service Training Documentation

(Date)

(Location)

8:00 – 8:15 a.m. Introductions Mr. Smith

8:15 – 9:00 a.m. District Policy Mrs. Superintendent

9:00 – 9:15 a.m. Break

Participants Sign-In

(Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_