***Ohio Reading and Math Corps* Member Request Form**

**2021-2022 School Year**

This form allows districts to submit their request for Ohio Reading and Math Corps Members (tutors) to serve in their buildings during the upcoming school year. The information in the table below is used to facilitate communication between the ORC program and your district. Box #3 and 4 are used to determine the number of Members we will recruit for your district (we will begin recruiting for your district upon receipt of this form). Your district will receive *up to* the requested number of tutors, based on the availability of qualified applicants, and will contribute match dollars (PD expense) for each Member (see Note below).

Please return the completed form to Sean Noe (sean.noe@escco.org) as soon as possible so we may begin recruiting candidates for you. Please inform Sean of any changes to this information.

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| **Ohio Reading and Math Corps Host Site Information** |
| 1. District or School Name
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| 1. Primary Contact name, email, and phone number
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| 1. Number of Reading Tutors Requested
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| 1. Number of Math Tutors Requested
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| 1. Please list the grade level(s) of students the tutors will serve (must be within K-3 for reading, K-5 for math).
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| 1. Please list the school building(s) in which you would like Members to be placed.
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Note: **A district contribution of $5,000 is required for each tutor.** ORC tutors will serve a minimum of 900 hours total (approximately 30 hours per week), including at least 90 hours of Professional Development, and must work with a minimum of 10 (ideally 20-30) students in grades K-3 to develop literacy skills or K-5 math skills. Districts must assign a site supervisor to each building to mentor the tutors, assist with scheduling, provide data, and approve hours.

*By signing below, I acknowledge that the school or district listed in box #1 above will receive an invoice for $5,000 multiplied by the total number of ORC tutors hired for the school or district, up to the number in box #3 and 4 above.*

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 (printed name, title) (signature and date)