

**Mobile County Public School System**  
**Division of Federal and Special Programs**  
 Extended Day Tutorial Program Overview and Budget  
 Appendix E

**School Name:** W. D. Robbins Elementary

**Directions:** Complete the information below. All extended learning opportunities must include the following: a pretest and a posttest to measure academic progress; collaboration with the regular teacher; a progress report from the school to the home; and services that are aligned to the individual academic needs of the children.

\*Documentation must be on file for review by central office staff.

Principal:	Marcelete Stewart
Tutoring Program Contact Person:	Geraldine Simmons
What are the extended day start and end dates?	Fall Tutoring: October - November Spring Tutoring: February - March
List the days and times of extended day sessions. *Extended day attendance must be consistent and reasons for dismissal must be documented.	Saturdays, 9:00 - 12:00
List the days and times of the planning sessions. *Intervention plans must be made according to student needs. A maximum of 30 minutes per day is allowed as a stipend.	Saturdays, 12:00 - 12:30
What is the focus of the program? (List the content area(s) and grade span.)	Fall Tutoring: Reading & Math - Grades 1 and 2 SAT/ARMT Tutoring: Reading & Math Test Prep - Grades 3 - 5
What are the scientifically based research instructional strategies or programs used in extended day? *Intervention plans must be current.	Fall Tutoring: My Sidewalks, Compass &/or Ticket to Read SAT/ARMT Tutoring: Test Best, Compass &/or Ticket to Read
How was your staff selected? *Selection of staff must be based on high quality teachers.	HQ status and applications will be used to select teachers.
What is the teacher - student ratio?	1:7
What are the criteria for selection? *Selection of students must be based on the comprehensive needs assessment of the school and student.	EQT, DIBELS, SAT, and/or ARMT scores will determine student selection.
What is the method of collaboration between the regular program and the extended day program? *Collaboration must be documented and current.	Weekly progress reports will be completed and given to regular classroom teachers to monitor progress.
What method will be used to inform parents of the progress of students enrolled in extended day? How often will this occur? *Documentation should be on file.	Progress reports will be sent home, reviewed, signed by parents and returned to school at weeks 3, 6, and 8.
What method will be used to inform all stakeholders of the progress of students enrolled in extended day? How often will this occur? *Documentation should be on file.	Bi-monthly parent bulletins, website, quarterly SAE Review meetings
How will you know if goal is reached? Criteria of Mastery *List formative and summative evaluations - pre/post assessments.	Mastery is 70%. The materials that will be used during tutoring contain pre and post tests that will be administered.
Complete the itemized budget on the next page. *The itemized budget must include all funding resources needed for effective implementation of the extended day tutorial program.	
Principal's Signature/Date:	