INSTRUCTIONS: Pages 1 and 2 of this application should be completed using this electronic document. The narrative should be created using a separate document. Mail or deliver the original and three copies of the complete application, including the signed assurances, narrative, and attachments to: Office of School Improvement, Michigan Department of Education, PO Box 30008, Lansing, MI 48909. Also, email the completed pages 1 and 2 of this application as an attachment to MarshH@michigan.gov.

CHECK THE APPROPRIATE BOX:

☐ For Profit Company Organization   ☐ Local School District   ☐ Community-Based

☐ Non-Profit Organization   ☐ Public School Academy   ☐ Private School

☐ Institution of Higher Education   ☒ Intermediate School District   ☐ Faith-Based Organization

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Section 1: Provider Identification

Name of Entity St. Clair County Regional Educational Service Agency

Name of Director Dan DeGrow, Superintendent

Address 499 Range Road, P.O. Box 1500   **City** Marysville   **State** MI   **Zip** 48040

Phone 810.364.8990   **Fax** 810.364.7474   **Email** ddegrow@sccresa.org

Proposed Location of Services (if different from above):

Address See geographic service area information   **City**   **State** MI   **Zip**

If different from Director:
Name of Contact Person Ilene MacDonald

Address 499 Range Road, P.O. Box 1500   **City** Marysville   **State** MI   **Zip** 48040

Phone 810.364.8990   **Fax** 810.364.7474   **Email** imacdonald@sccresa.org

Section 2: Provider Geographic Service Area Information

1. Our organization can provide services to:

All local school districts/PSAs in Michigan: Yes ☐   No ☒

To only the following areas: (Please list the counties or local school districts/PSAs you are willing to serve)

All public school buildings within the following St. Clair County school districts:

Algonac Community Schools, Capac Community Schools, East China School District,

Marysville Public Schools, Memphis Community Schools, Port Huron Area School

District, Yale Public Schools.

2. Proposed Location of Services – Provide addresses for the locations where you plan to deliver SES services to students:

Site Location #1: <u>Service will be provided at identified school buildings within the</u> above-noted geographic service area.

Site Location #2: _____

Site Location #3: _____

3. Transportation – Provide information about accessibility to public transportation from your site:

<u>Because services will be provided at the student's school, transportation is not required.</u>

4. Indicate if you are willing to provide services to eligible students at the school site:

Yes ⊠ No ☐

Section 3: Provider Academic/Instructional Program Information

1. Subject Areas Covered – List all subject areas you address in working with students:

<u>Reading (language arts) and mathematics.</u>

2. Grade Level Able to Serve – Indicate the grade levels you are able to serve: <u>K-8</u>

3. Time of Services – Indicate when you deliver services to students:

☐ Before School   ⊠ After School   ☐ Weekends   ⊠ Summer   ☐ Other _____

4. Mode of Instructional Delivery – Describe the methods by which your program delivers
instruction to students:

☐ Individual Tutoring   ⊠ Small Group Instruction   ☐ Large Group Instruction

X Online Web-Based   ☐ Other _____

5. Schedule of Services – Indicate the length of each tutoring session and number of sessions per week:

Length of Session: 60-90 minutes (age dependent)   _____

Number of Sessions per Week: 2-4 (age dependent)

6. Staffing – Indicate the type(s) of staff that provide instruction to students:

X Certified Teachers   ☐ Paraprofessionals   ☐ Volunteers   ☐ Other   _____

7. Special Populations Served – Indicate special populations you are able to serve:

☐ Special Education   ☒ Limited English Proficient   ☐ Other   _____

Section 4: Provider Fees

Cost/Fee Structure – Check and complete the cost/fee structure you use:

X $ _____ per _____ (unit of time, e.g., hour, week, etc.) per student.

☐ $_____ (flat fee) for _____ (unit of time, e.g., month, semester, year) per student.

Individual student/session cost is based on group size, program length, number of special population students, etc. but will not exceed the individual per student allocation.