

FY21 - Title I Tutor Audit Form

School Name:

Tutor Name:

Tutor ID No.:

Start Date:

For the pay period:

Day	Date	Total Hours	No. of Students:	Student IDs:
TH				
F				
M				
T				
W				
TH				
F				
M				
T				
W				
Total hours of tutoring in this pay period:				
Number of students served in this period:				
Key Learning Objectives Taught:				
Tutor Signature/Date			Administrator Signature/Date	

- 1 Please complete one form for each pay period. Print, sign and date. Obtain Administrator approval signature.
- 2 Please email the completed form to Kim Frayne @ iani@rps025.com . Retain the originals in your building.

FY20 Title I Tutor Pay Periods

8/27/20 to 9/09/20*
9/10/20 to 9/23/20
9/24/20 to 10/7/20
10/8/20 to 10/21/20
10/22/20 to 11/4/20
11/5/20 to 11/18/20
11/19/20 to 12/2/20
12/3/20 to 12/16/20
12/17/20 to 12/30/20
13/31/20 to 1/13/21
1/14/21 to 1/27/21
1/28/21 to 2/10/21
2/11/21 to 2/24/21
2/25/21 to 3/10/21
3/11/21 to 3/24/21
3/25/21 to 4/7/21
4/8/21 to 4/21/21
4/22/21 to 5/5/21
5/6/21 to 5/19/21
5/20/21 to 6/2/21
6/3/21 to 6/16/21**

* 09/08/20 is First Allowable Date for FY19 Title I Tutors to be paid by T1 Funds. Your first date may be later than this date, but you *cannot* work as T1 Tutor before 09/9/18 or the date on RFH.

** 06/07/21 is Last Allowable Date for FY19 Title I Tutors to be paid by T1 Funds. Your last date may be earlier than this date, but you *cannot* work as T1 Tutor later than 06/07/21 or the date on the RFH.

Please check with your building administrator to verify your start & end dates for Title I Tutoring

Administrator should refer to RFH or Pay Assignment to verify start & end date.

Select Pay Period Dates on the Fillable Form by using the Drop Down Choices provided.

There is room for 92 student IDs each day of service on this fillable form.

Enter **hours worked** each date of service & the **number of students** served each day

Form will total your hours worked & students seen. Be sure your input is complete and accurate.

Please **print** each pay period, **sign & date**. Obtain **administrator signature/date**. School OP should email forms to:

iandi@rps205.com Kim Frayne will be your contact regarding Title I Tutors