Dear Parents,

We have been fortunate to enter into a partnership with (insert organization name) in order to provide the Boys -N-ACTION members with additional academic support. The success of the tutoring session is largely determined by our students coming prepared with materials they need support with and your guidance to share the areas where your student needs academic support. Please complete this brief form prior to the tutoring session so we can ensure your student has a fulfilling experience. This information will be shared with our tutors and you will receive a feedback sheet at the end of the session to inform you about what was reviewed and any next steps. Thank you for your support.

The BNA Advisory Team

Student Name:

Current grade:

Skill they need help with: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How is the student currently doing with this skill based on their last progress report or report card?

**Tutoring Session Checklist Tutor:**

Use this checklist as a guide during the tutoring session with students.

The checklist should be turned into Ms. Imani and a copy should be given to the student to share with their parent/guardian.

Tutor’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Skill being reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of First Session: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Session duration:

Did student bring samples of the skill they need help with? Y or N

Discuss the skill being reviewed and the student’s concerns and list below:

Was the student attentive and engaged during the session?

Next steps and follow up for next session:

**Advocacy**

**Community**

**Teamwork**

**Integrity**

**Optimism**

**Nobility**