

Sauk Prairie Area Literacy Council Monthly Report

THE IMPORTANCE OF MONTHLY REPORTS

We collect the data we ask for below because our sponsoring agencies ask us to demonstrate a need for funding and to document students' outcomes. We need your help to do this, and we thank you in advance for your faithfulness in completing and returning this form each month.

HOW SHOULD MONTHLY REPORTS BE SUBMITTED?

We prefer that you submit your report electronically to

monthlyreports@saukprairieliteracy.org

You may turn in a paper copy of your report at the circulation desk of the Sauk City Library.

Tutor's name:

Student's first name only:

Total number of hours you tutored this month: _____

DATE	HOURS	DATE	HOURS

How well is this match working for you?

5
4
3
2
1

Very well
Not well at all

Describe some of the successes or challenges you and your student have experienced this month. Please share any concerns you have regarding your match. Do you have any specific needs for teaching materials?

Please submit Tutor Monthly Report by the 5th of each month.
Thank you for all your hard work! Without you, the SPALC would not exist!