**Class Proposal Form**

Spring Semester 2020-2021

Due Date: October 20, 2020

Please return to Amy Coutinho’s mailbox, or electronically to amy.coutinho@gmail.com

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| Teacher Name: |
| Teacher Email: |
| Teacher Phone #: |
| Name of Class: |
| Brief Description of Class:*This will be used in the class descriptions posted online; what you write is how it will appear. After the description please include any prerequisites or requirements. If it is a year-long class, please include whether you will allow new students to join mid-year. Please also include how much time outside of class will be needed for homework. Feel free to continue on the back or attach more pages.* |
| Circle Age Range: | K-2 | 3-5 | 6-8 | 7-12 | 9-12 | Other: |
| Time Preferences or Limitations: *Please be as flexible as possible. We offer classes every hour from 9:00am to 2:00pm.*I cannot teach at (times):I must teach at (times): |
| Class Fee *(the amount you, the teacher, will be paid)*: $ |
| Supply Fee *(the cost of supplies students will consume during class)*: $ |
| Class Size *(please list a minimum and maximum to help us with planning the rooms & parent helpers)*Minimum: Maximum: |
| Special Resource Needs:*(dry erase board, projector, access to water, access to kitchen, DVD player, two helpers, time to set up, etc.)* |