

Registration Form Tutor Coordinator Retreat

August 25 and 26, 2009

St. Joseph's Institute, 2844 South Mountain Road, Port Matilda, PA 16870

<http://www.stjosephinstitute.com/>

Sponsored by Tutors of Literacy in the Commonwealth

The Tutor Coordinator Retreat is an opportunity for those in the role of coordinating volunteer tutor services to join together to network, participate in professional development, and build a learning community.

Please fill out the following information to indicate your intention to attend the Tutor Coordinator Retreat on August 25 and 26, 2009 at St. Joseph's Institute in Port Matilda, PA. (One day registrations will not be accepted.) *There will be no expenses - beyond your travel - for attending this retreat.*

Name: _____

Program Name: _____

Job Title: _____ Length of Time in Position: _____

Preferred Contact Address: _____

Phone Number: _____ E-Mail: _____

Do you have any need for special accommodations? _____

If yes, please describe the need. _____

Do you have any special dietary needs? _____

If yes, please describe the need. _____

Participants are being asked to share a room with someone. If this does not meet your needs, a private room can be provided at the cost of \$35.00.

Are you willing to share a room with someone? _____

If yes, please list name of preferred roommate (if applicable). _____

If no, please **respond by July 14** in order to reserve a private room and send a check for \$35.00 payable to Tutors of Literacy in the Commonwealth (925 West College Ave, State College, PA 16801).

<i>Retreat Agenda</i>	<i>Tuesday, August 25</i>	<i>Wednesday, August 26</i>
	9:00 - 10:00 am Check-in, BREAKFAST, and Networking	7:00 - 7:45 am BREAKFAST
	10:00 - 11:30 am Networking Activities continued	8:00 - 10:15 am Session 3
	11:45 am - 12:45 pm LUNCH	10:30 am - 12:30 pm Group Session
	1:00 - 3:15 pm Session 1	12:30 pm Retreat Reflection
	3:15 - 3:30 pm Break	SAFE TRAVELS
	3:30 - 5:45 pm Session 2	
	6:00 - 6:45 pm SUPPER	
	7:00 - 9:00 pm Group Session	

Please list any specific topics that you would like to discuss with your peers.

If you have any questions, concerns, or suggestions please contact
 Kim Rossman at kim@tlcliteracy.org or (814) 867 - 0203.