Order Form

Customer Name:	The Intergenerational School-East
Billing Address:	Principal Mario Clopton-Zymler
	11327 Shaker Boulevard
	Suite 200E
	Cleveland, Ohio 44104
	US

iTutor Renewal Quote for Educator Aisha Dixon

Full-Time Educator continuing the ELA class for Intergenerational School-East. Date: 3/27/23 to 05/26/23. 42 instructional days.

Service	Total Hours	Start Date	End Date	List Price	Discount	Net Price	Net Total
Full-time educator	1.00	3/27/2023	5/26/2023	$80,000.00	$61,333.33	$18,666.67	$18,666.67

iTutor Renewal Quote for Educator Aisha Dixon TOTAL: $18,666.67

Terms and Conditions

For the purposes of this Order Form, "you" and "your" refer to Customer, and "we", "us" and "our" refer to iTutor Inc. and affiliates. This Order Form and any documents it features (including the Standard Terms and Conditions located at http://www.itutor.com/standardterms and the documents it references) form the entire agreement between you and us ("Agreement"). You accept that any terms and conditions in your purchase order or any other documentation you provide that enhance our obligations or restrictions or contravene the Agreement do not have force and effect.
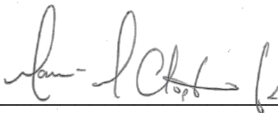
Acceptance

This order form will expire on the Order Form Expiration Date noted above unless we earlier rescind or extend the offer in writing. I represent that I have read the terms and conditions included in this Agreement, that I am

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authorized to accept this offer and the Agreements terms and conditions on behalf of the customer referred above and that I do accept this offer on behalf of the customer who agrees to adhere to the Agreements terms and conditions. To the extent that either parties procedure does not require that I execute this Order Form, I accept, understand and agree to the terms and conditions identified in and referenced in this Agreement as signified by my receipt, use or access of the products and/or services identified. Please email all pages to your sales rep and orders@itutor.com.

Customer Signature: _____

Name (Printed or Typed): __Mario Clopton-Zymler___

Title: _Principal_____

Date: _3/16/2023_____

iTutor Signature: *Ysiad Ferreiras*

Name(Printed or Typed): Ysiad Ferriras

Title: _____CEO_____

Date: _____3/16/2023_____

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Summary of Services

iTutor will provide the virtual services, outlined on the Order Form, for the number of hours and duration specified. Session delivery will be variable depending on which program is ordered. Program specific deliverables are outlined below.

ITutor Deliverables

Core Instruction

Credit Recovery
- Credit Recovery entails instruction in a specific subject area for the purpose of earning credit for seat time in a class. The hour requirements for completion of credit recovery are determined by school personnel and iTutor is responsible for fulfilling those requirements. Attendance and progress reporting are crucial to this program so the school can adequately determine students' course completion status.

Homebound
- Homebound support is first-time instruction in a specific subject area for the purpose of earning credit for seat time in a class. The hour requirements for completion of Homebound Services are determined by school personnel and iTutor is responsible for fulfilling those requirements. Attendance and progress reporting are crucial to this program so the school can adequately determine students' course completion status.

Suspension Alternatives
- The iTutor Virtual Suspension Classroom (VSC) provides a safe and supportive virtual solution for short-term suspensions to limit the amount of lost instructional time and help students transition back into the classroom. A VSC will be created for students who are placed on short-term suspension (up to 5 school days) to continue uninterrupted schooling.

Whole Class Instruction
- Whole Class Virtual Instruction in a specific subject area for the purpose of earning credit for seat time in a class. The hour requirements for completion of WCVI are determined by school personnel and iTutor is responsible for fulfilling those requirements. Attendance and progress reporting

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are crucial to this program so the school can adequately determine students' course completion status.

Supplemental Instruction

Tutoring
- Tutoring is a supplemental service to provide support for students who need extra help, including supplemental instruction or enrichment, delivered during the traditional school day. iTutor recommends schools/districts provide pacing guides, scope and sequence, and/or a syllabus to better supportiTutor educators in planning for tutoring services. Students who receive tutoring typically attend recurring sessions over several weeks or months.

Homework Help
- Homework Help is supplemental support, in which iTutor educators can responsively provide students extra assistance in completing their assignments on a regular basis. Students are not expected to attend every session, but should attend regularly.

Resource Room
- Resource Room sessions provide mandated academic support for students with disabilities by a certified special educator. Students take ownership of their learning by bringing materials they need support with to these sessions. Educators prepare extra help material, support students' mastery of IEP goals, and collect data.

State Test Prep
- State Test Prep sessions provide an individualized approach to preparation for state testing based on the needs of the student(s) and the specific test requirements.

Educator Placement
- Part-time program in which an iTutor Educator serves as the sole provider of content and instruction to a student(s). for a given course. The Educator works in collaboration with various team members within a school and may or may not serve as the teacher of record for the stated course (depending on state).
- Full-time program designed where an iTutor Educator serves as the sole provider of content and instruction to a student(s) of a given course. The Educator works in collaboration with various team members in a school and may or may not serve as the teacher of record for the stated course (depending on state). Educators will follow the corresponding school district's calendar, up to 190 days for a full school year.
- iTutor will recruit, vet, and refer state-certified educator(s) to the district for their review and approval. Approval for each candidate shall take approximately3-business days to complete.

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Implementation & Staffing

- Additional iTutor support to structure programs schedules, coordinate technology, provision student and admin accounts, support onboarding and tech issues, provide ongoing reporting and recruit, validate and assign educators.

Service Enhancements

- Content
  - Included per-session when a Customer requests that iTutor provides the content.
  - For custom content and/or creation and collection of asynchronous resource requests that are not included in the iTutor course catalog, thirty (30) day's prep time is required.
- Advanced, Advanced Placement, College Level, IB
  - For sessions delivering advanced instruction.
- Assessments (Pre and Post Testing)
  - Additional pre- or post-testing for sessions.
- Co-Teaching
- Educator Prep Time
- Multilingual Learners (Interpreter or Bilingual Educator)
  - Additional resource for non-English speaking students.
- Students with Disabilities
  - Add-on for sessions that require Students with Disabilities Certified educators.
- Small Group Additional Student
  - Incremental add-on for students above the session size threshold.

All Programs

- Whole class (WCVI) sessions are designed for up to 30 students per session.
- Small group sessions are designed for up to 10 students per session.
- Students enrolled in 1:1 services must be assigned a minimum of 10 hours per subject with 12-18 or more hours showing the deepest impact academically.
- Specific dates and times will be finalized between iTutor and the Customer no later than ten (10) days prior to the date of delivery for each session.
- iTutor will provide a central point of contact for any implementation updates, changes, or escalations.
- iTutor will provide self-paced orientations for students and staff within five (5) business days prior to the first scheduled session delivery.
- Live support is available upon request for assistance with navigating the iLMS or to resolve certain technology challenges.
- Content & Curriculum subjects will be limited to iTutor's standard course offerings. Customized requests can be made,but may incur additional time and costs. Not all customized requests will be granted.

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Customer Deliverables

- The Customer will provide a minimum or 10 day's notice of the intended session dates, time, and number of students. Advanced notice of 30 or more days is preferred.
- For Group Services, the Customer will submit a roster of students detailing the subjects/cohorts each student will be enrolled in, using a template provided by iTutor, at least 10 business days prior to the start of services.
- For 1:1 Services Customer will enroll students submit class assignments via their iLMS admin account
- The Customer will provide points of contact for each program purchased who will be the central point of contact for any implementation updates, changes, or escalations.
- Each student will need the following supplies for iTutor sessions: computer, internet connectivity, speaker/microphone (headset with microphone recommended), notebook, and writing utensils.
- The Customer will provide any additional supplemental course/instructional materials or access to Customer technology platforms (e.g. Google Classrooms, LMS) at least ten (10) days prior to delivery.
- During the first class sessions, if students are attending classes on a school site, Customer IT staff will be on-call to help address any technical issues.
- In the event that a student has specific IEP goals or a 504 plan, the program/site will convey all related information, documentation, and mandates through secure channels to iTutor within 10 business days prior to delivery.

Reporting, Utilization, and Scheduling

- iTutor will document and submit attendance reports weekly to the Customer's designated point of contact.
- iTutor will provide monthly session usage reports to the Customer's designated point of contact. Usage reports will detail usage of hours/sessions purchased and remaining.
- Cancellation, Utilization & Expiration will adhere to the policies listed in the Standard Terms & Conditions.
- Requests to change session schedules should be made at least 24 hours in advance. iTutor will work to honor schedule changes but cannot guarantee that all requests will be fulfilled.

iTutor Educator Expectations

- iTutor Educators are highly qualified/certified to deliver instruction relevant to the services purchased.
- iTutor Educators will provide a professional learning environment at all times.
- Every session is recorded. Only enrolled students and iTutor employees can access classroom recordings. Recordings are available within twenty-four (24) hours of session completion.
- iTutor will abide by the iTutor Privacy Policy.

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- iTutor is fully accredited by Cognia as a digital learning institute, with the authority to award academic credit, be the teacher of record, and deliver whole course instruction in partnership with a local school district.
- In the event a student with an IEP/504 plan is enrolled, the iTutor Educator will progress monitor IEP goals and attend IEP/CSE meetings as needed.

Customer Expectations

- For whole class instruction, the Customer will provide a classroom facilitator (if students are onsite) and/or teacher of record who will be responsible for managing the classroom environment and granting credit.
- Students have the appropriate computer technology and internet services to access iTutor. Chromebooks and PCs are best, while iPads are not encouraged.
- The Customer will be responsible for any and all recognition and motivational activities to drive student engagement.
- The Customer will ensure that students utilize the virtual orientation content and escalate any questions of tech concerns prior to their first classes whenever possible
- Any and all supplies will be purchased and distributed by the Customer as needed.

iTutor Support

- iTutor Technology and Customer Support will be available Monday-Friday, from 7 am ET to 8 pm ET by calling 1-888-817-5980 or support@itutor.com.