



# READ UNITED QC: Riverdale Heights Elementary School

## SCHOOL INFORMATION SHEET

### CONTACT INFORMATION

### WHAT YOU NEED TO KNOW

#### School contact in the event of student or volunteer absence:

- **School contact email & phone:** Meghan Kohn - Riverdale Heights Secretary - 563-332-0525 - [kohnmeghan@pleasval.org](mailto:kohnmeghan@pleasval.org)
- **What should a volunteer in the event they cannot attend their volunteer time:** Please notify our office staff at the number listed above and/or you can email the teacher you are assigned to work with.
- **How will the school communicate a student absence to a volunteer:** Should a student be absent, the child's teacher can contact the volunteer and/or assign the volunteer to help with another child that day. The volunteer will just need to provide their contact information to the teacher.

**Main reading program contact, phone & email:** Jennifer Richardson - Principal - 563-650-3360 - [richardsonjennifer@pleasval.org](mailto:richardsonjennifer@pleasval.org) or Jake Grafenberg - Instructional Coach - 563-650-0525 - [grafenbergjake@pleasval.org](mailto:grafenbergjake@pleasval.org)

#### Parking:

- Volunteers can park in the main parking lot in front of the building, avoiding drop off and pick up lines. Our [parking lot procedures](#) map is linked here to help.

#### Check in:

- Volunteers will need to sign in at the main office, having an ID available to check out a visitor badge. Volunteers will receive their badge back when they check out for the day, turning in the visitor badge.

#### COVID requirements

- We don't have a mask policy in effect, but some staff and students wear them at times. We encourage frequent handwashing and often disinfect across the building.

#### Connecting with your student:

- We will have volunteers assigned to classrooms. The volunteer will pick the student up at the classroom and will find an area in the hallway or atrium area to read.



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### READING GOALS

**Share your schools reading goals (improve comprehension, fluency, word recognition, etc.)**

- We will have volunteers help students work on letter / sound recognition and sight words
- We will have volunteers work with students on comprehension
- We will have volunteers work with students on fluency measures

**Reading tips:**

1. Teachers will provide books and/or materials for volunteers to use when working with their students.

### ABOUT OUR SCHOOL

**# Students & grade levels at your school:** We are a K-6 school, comprised of approximately 656 students

**Percent of students on free & reduced lunch program:** 18.2%

**Percentage of minority students:** 38%

**Additional information:** 3% of our students have English Learning needs. We also have an Autism Spectrum program in our building. We believe all kids can learn at high levels and have high expectations.

School Rules:  
We are respectful  
We are responsible  
We are safe  
We care about others