

## Read United Partner School: Fillmore Information Needed

### 1. School Contact for Read United

- Contact Name: **Courtney Evans**
- Email: [evansc@davenportschools.org](mailto:evansc@davenportschools.org)
- Phone: **563-723-6400**

### 2. Parking:

- Volunteers should park in the main school parking lot which faces Ridgeview Street. Walk around to the main/front entrance (facing Pacific Street). Volunteers will push the intercom button and the secretary will buzz in.

### 3. Check-in:

- Volunteers will need to check in at the main office (which is right inside the doors they will enter through). For the FIRST visit only, volunteers will need to bring their driver's license to be scanned into our security system. After that, the volunteers will only need to check in at the main office to print their visitors' badge.

### 4. Connecting with your student:

- After checking in at the main office, the volunteers will go to the assigned student's classroom to pick up the student. The student will have a basket/bag with activities in it as options to work on during the visit. They will then walk to their assigned location. After the visit, the volunteer will walk the student back to class and then may leave the building through the same doors they came in.
  - On the volunteers' first visit, a staff member will meet the volunteer in the main office and walk them to the student's classroom and then to their assigned locations. A note will be given to each volunteer during their first visit with all this information on it. This can be used as a reference/reminder for future visits. The office staff will also be happy to assist at any time.

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

- School contact email & phone: **Text or email: Courtney Evans @ [evansc@davenportschools.org](mailto:evansc@davenportschools.org)**  
**Cell: 569-570-0158**
- **What should a volunteer do in the event they cannot attend their volunteer time: Please text or email Courtney Evans @ [evansc@davenportschools.org](mailto:evansc@davenportschools.org) - 563-570-0158** as soon as you know you will not be able to make your scheduled visit. We will let the teacher and student know that you will not be attending.
- **How will the school communicate a student's absence to a volunteer:** If the assigned student is absent a backup student (from the same class/location) will be assigned.

### 6. Share your school's reading goals (improve comprehension, fluency, word recognition, etc.)

- To increase the number of reading and writing practice/transfer opportunities in the skill areas where the child is beginning to build mastery and automaticity.

- Students will have the opportunity to build and foster relationships with role model members of our local community.
- To increase overall growth in the areas of reading, math and social emotional health.

#### 7. Reading tips:

- Classroom teachers will provide you with reading material that best matches the student's reading ability.
- The students you are working with need to increase the number of opportunities to practice and apply their current level of skill in reading and writing.
- Choose a high interest (higher level) book for you to read to the student. This helps build vocabulary and general content knowledge.
- Teachers will provide students with work that the student is currently working on in reading and writing.
- Any work that the student has in their basket should be something familiar to the student