

**Read United Information
Jefferson Elementary,
Davenport**

1. School Contact for Read United

Contact Name: Kim Kitzmann
Email: kitzmannk@davenportschools.org
Phone: 563-723-6700

2. Parking:

Describe where volunteers should park and how they enter the school. Include where they go when they enter. **Volunteers will park on the north side of the building in the back parking lot. They will enter through the front of the building, check in, and report to the library where they will work with students.**

3. Check-in:

Describe how a volunteer will check in and what they will need (like do they need a license) **Volunteers will provide a form of identification and check in with secretaries.**

4. Connecting with your student:

Describe how a volunteer finds their student and where they can read. **Volunteers will either pick their student up from their classroom or meet them in the library, depending on grade and maturity.**

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

School contact email & phone: Enter who the volunteer should communicate with should they need to miss a volunteer time. **Kim Kitzmann, kitzmannk@davenportschools.org**
What should a volunteer do in the event they cannot attend their volunteer time: Enter the steps a volunteer should take should they need to miss a volunteer time. **Email Kim Kitzmann.**
How will the school communicate a student's absence to a volunteer: Enter what the school will do to communicate with a volunteer should a student be absent. This could include having the volunteer read with another student during this time. **Pull another student who is at school.**

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

- ☒ Goal 1: Improve student proficiency in reading
- ☒ Goal 2: See growth from fall to spring in reading proficiency
- ☒ Goal 3: Build more confidence in student's reading abilities

8. Reading tips:

- ☒ Enter any specific reading tips your school would like the volunteers to know. **We would like volunteers to either read to or listen to students on text they are interested in. Some of the students will not be able to read on their own. Modeling fluent reading and talking about what they read will benefit them the most.**