



Summer 2015

Tutor Handbook

The mission of Freedom Readers, Inc. is to improve reading skills in low income communities by providing one-to-one literacy tutoring, free books for home libraries, and an inspiring, high-energy learning environment.

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Freedom Readers

INSPIRING TODAY'S YOUTH ONE BOOK AT A TIME

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Freedom Readers Program Information

Locations:

Arnett AME Church Tuesdays 4:00-5:30

Team Leader: Norma Grant 843-527-1067

Assistant Team Leader: Deanna Burroughs 833 9203 c 527-8502 h

900 N. Merriman Rd.

Georgetown, SC 29440

Phone: 843-546-4414

Mentor: Betty Shubrick

St. Paul AME Church – Sampit Tuesdays 4:00-5:30

Team Leader: Rebecca Bryant: 843-485-4650

Assistant Team Leader: Mary Grant 843 833 8208

2569 Powell Road

Georgetown, SC 29440

Piney Grove Missionary Baptist Church Tuesdays 4:00-5:30

Team Leader: Ramona Staggers-McCullough: 843-264-8844

Assistant Team Leader: Selena Merritt 264-2285

400 W. Main Street

Andrews, SC 29510

Mentor: Betty Shubrick

Greater Gordon Chapel AME Church Tuesdays 5:00-6:30

Team Leader: Donna P. Carr-Williams 843 424 3705

Assistant Team Leader: Aubrey Simmons 843-450-7856

4581 Old River Road

Murrells Inlet, SC 29576

Mentor: Betty Shubrick

Palmetto Missionary Baptist Church at EME Apartments Mondays 3:00-4:30

Team Leader: Demitta Adgerson 843-465-8726

1911 9th Ave,

Conway, SC 29527

Mentor: Tracy Bailey

Historic Myrtle Beach Colored School Museum and Education Center Tuesdays 9-10:30 am

Team Leader: Perri Sullivan 843-855-9038

Assistant Team Leader: Michael O'Donovan 260-797-8130

900 Dunbar St.

Myrtle Beach, SC 29578

Mentor: Jamia Richmond

Georgetown Housing Authority Tuesdays 10-11:30 am

Team Leader: Betty Shubrick 843-546-2859

Assistant Team Leader: Pearl Edge 843-546-6297

1 Lincoln Street

Georgetown, SC 29442

Admission Policy:

Freedom Readers will provide the program to no more than 20 children (grades K-5) per class at each location, free of charge. Freedom Readers exercises the right to limit the number of students who may attend. The program is offered to students who participated in previous sessions first. Those students who register earliest will receive priority placement. Freedom Readers will maintain a waiting list if the need arises.

Purpose:

We believe that children who possess strong reading, writing and public speaking skills can realize their full potential in school and beyond. To this end, we provide opportunities, experiences, and activities that help children become good readers, writers, and public speakers who love books. We also strive to foster positive relationships between master readers and people working to develop their literacy skills. Freedom Readers tutors offer support and encouragement to emerging, fluent, and advanced readers as they acquire and maintain the skills needed to engage in meaningful literacy activities. The program is open to children in grades K-6, and is ideal for those families who would like to see their youngsters earn better grades in school and prepare themselves for exciting careers. The program is offered free of charge to parents and families.

What We Provide:

- A weekly ninety minute tutoring session for no more than 20 registered children per class.
- One trained tutor to work with each young scholar who participates in the program.
- A trained group leader to begin each session with an inspiring passage and/or community building activity.
- A light nutritional snack at each weekly meeting.
- One book for each young scholar to take home at the end of each weekly meeting.
- Rules and guidelines for both parents and children to help assure the safety and well-being of the children who participate in the program.

Rules

1. Children in grades K-5 are invited to attend the program. Children should be able to listen to an adult read and follow instructions.
2. Parents must register their young scholar(s) on or before the registration deadline prior to the session they would like to have their children attend. Forms for future sessions will be available on our website at www.freedomreaders.org or from Tracy Bailey.
3. The child is required to attend every meeting. In order to achieve our goal of improved literacy skills every young scholar must participate consistently.
4. Young scholars are not allowed to bring guest(s) to the weekly meetings unless special permission is granted by the director in writing one week in advance.
5. The young scholars must arrive at each meeting by 3:00 pm. Doors will be locked at 3:15 and no young scholar will be allowed to enter the building after this time. The parent or guardian is strongly encouraged to come into the community center to check their young scholar(s) in. Parents or guardians are invited to join the tutoring team to read with a young scholar. Tutors are assigned to work with one child, generally not their own children. Parents who join the tutoring team must provide childcare for children too young to participate in Freedom Readers.
6. If the young scholar is walking or biking from home to the Community Center or if the parent or guardian is not able to check the young scholar in, in person, the parent or guardian must notify Freedom Readers to indicate how the young scholar will be arriving, when the young scholar will be arriving, and who will be dropping the young scholar off. If the young scholar does not arrive at the time or in the way the parent or guardian specifies the parent or guardian will be contacted immediately.
7. Children are required to attend every day, and parents are required to contact Freedom Readers ahead of time if an absence is anticipated. If an emergency should arise, parents should call the Team Leader at their child's site or send a note with the young scholar to the next meeting.
8. Parents and guardians are asked to plan to have their child(ren) stay until at least 4:30 pm. This way the young scholars can participate in the literacy activities and the literacy activities won't be interrupted by an early dismissal.
9. Parents and guardians must pick up their child(ren) by 4:30 pm. If a parent or guardian does not pick up their young scholar (s) by 4:45 pm the young scholar(s)'s parents or guardian will be contacted immediately.
10. Young Scholar whose parents made arrangements with Freedom Readers to have their young scholar(s) walk or bike to the program, must remain at the center until 4:30 pm or the time the parents or guardians arrange with Freedom Readers for them to leave. If the young scholar leaves before 4:30 pm or the specified time, the parent or guardian will be contacted immediately and the young scholar(s) will be asked not to attend for one month.
11. Once the young scholars leave they are not permitted to return again that day.
12. Once the young scholars leave the community center premises, Freedom Readers is not responsible for their safe return home.

13. Regrettably, at this time Freedom Readers does not have the trained volunteers to accommodate children with special needs. The after school and summer program leaders are willing to work with parents to find ways of serving children with special needs, if the parents or an aid is able to stay with the child during the program.
14. Children who participate in the program will be expected to follow the leaders' instructions and participate in all activities. Please note: Children participating in the program will memorize literature, participate in whole group performances, engage in assisted reading with a tutor, and give short speeches to the whole group.
15. Freedom Readers reserves the right not to permit a child to attend the program who refuses to follow instructions and participate in activities or who engages in inappropriate behavior, including but not limited to: fighting, using offensive language, disrupting activities, or behaving in a disrespectful way to tutors or other scholars.
16. Any extracurricular activities involving families and tutors that take place outside the regular tutoring sessions and sanctioned events are not a part of the Freedom Readers program. Freedom Readers, Inc. shall assume no responsibility for any injury to or damage suffered by a scholar as a result of such activity.

Guidelines for Tutoring

Prepare for Tutoring

- *Read and study the book **Help America Read: A Handbook for Volunteers** by Gay Su Pinnell and Irene Fountas.*
- **Attend a Freedom Readers training session (contact your Team Leaders for dates and times)**
- Volunteer tool kit with supplies (e.g. paper, pencils, crayons/markers) will be available at each site.

Weekly Lesson Plan

2:00 Team Leaders Arrive (Starting times vary at some sites.)

2:45 Tutors arrive. Short meeting, if needed. Folders and supplies are ready at tables.

2:50 Doors open for young scholars.

Sign in; name tags.

3:00 Begin promptly! Song and community builder activity!

3:05 Video

3:10 Introduce today's lesson. "Frontload!" Give everyone an idea of today's subject and goal.

Snack - Tutors and scholars talk about what they expect the book to be about.

3:15 Read selection; show pictures; ask questions; point out today's assignment for Share-out.

3:35 All cleaned up and ready to work and read

4:15 Share-out, speeches, etc.

4:30 Scholars choose a book to take home; meeting ends.

Reader Response Questions

What were your feelings after reading the opening chapter of this book?

Did this book make you laugh? Cry? Cringe? Smile? Cheer? Explain

What connections are there between the book and your life? Explain.

What is the most important word in the book? The most important passage?

What is the most important event or feeling? Explain.

Who shouldn't or shouldn't read this book? Why?

What are the best parts of the book? Why? What are the worst parts? Why?

Do you like the ending of the book? Why or why not? Is there more to tell?

What came as a surprise in the book? Why?

What parts of the book seem most believable or unbelievable? Why?

What makes you wonder in this book? What confuses you?

In what ways are you like any of the characters? Explain.

Do any of the characters remind you of friends, family members, or classmates? Explain.

Which character would you like to be in this book? Why?

What would you and your favorite character talk about if you could meet?

Do you think the title fits the book? Why or why not?

Has the book helped you in any way? Explain. Has it changed the way you think about anything?

What do you know now that you didn't know before?

General Tips for Tutors

- Create a risk free environment for learners.
- Get to know students' interests and backgrounds.
- Have conversations.
- Listen hard and be set for diversity.
- Value the students' individual communities from which they come.
- Keep students interested and engaged.
- Provide opportunities for students to connect what they know with new information.
- Provide individual attention and tailored instruction for students.
- Work individually with students, but never work with one student alone in a room. Ask another reading partnership to join you if you leave the large group area.
- Be persistent but flexible. Expect surprises.
- Be able to change direction when it is necessary.
- Read students' signals (when they are comfortable, uncomfortable, enjoying activities, etc.).
- Help students experience success.
- Be positive and work from students' strengths.
- Praise students and look for their approximations (focus on 'the half right').
- Surround students with quality texts.
- Learn from other people.
- Keep a record of all books read, dates, total pages, likes, dislikes.