



## Our Spring Tutor Class!



We are very happy to have our new graduates of the Spring 2014 tutor training workshop actively tutoring their students. Sixteen tutors completed the workshop on April 12th: Connie Beale-Holcombe, Alison Beall, Katricia Bennett, Deborah Blumin, Lisa Burroughs, Lourdes Harkins, Beverly Ho, Barry Johnson, Henry Magiet, Olga Pizarro, Patricia Schneider, Donald Sabo, Michele Stone, Adrienne Walker, Henry (Hank) Walter, Susan Zeiger.

It takes a village to produce a new crop of trained tutors, so thanks to our Spring workshop team: Anna Li, Kathy Kee, Jim Kittler, Promila Saxena, Elizabeth Siracusa, Sharon Hart and Marilyn Ghilardi. Our new tutors enjoyed refreshments hosted by Claire Davis, Eileen Quinlan, Gina Furfaro, Teresa Shean, Virginia Fitzgerald, Herb and Evelyn Hadad.

## President's Report

*Mary Jane Driscoll*

### *New Board Directors*

Joan Stern and Teresa Shean joined the Board.

### *New BEST Plus Testers*

We have two new BEST Plus testers, Joan Meade and Regina Monte, who will be joining David Saphra and Amy Plofker on our BEST Plus testing team. It is very important that we test new student in our program, as well as students who have not been

tested in the past 12 months. Now is the time to be proactive! To request a BEST Plus test appointment, please call and leave a message at 914-488-4250. Include in your message: your name, telephone number, your student's name, the day and time your student(s) can be tested.

### *Street Fair*



Literacy Volunteers shared a table with Warner Library at the Tarrytown Street Fair on June 1st. Many people visited our table to get more information about our organization, and a few signed up for the Fall training workshop on the spot! Many thanks to the board members Niamh Fitzgerald, Debra Portnoy and Promila Saxena who distributed our information.

### *In-Service Training*

An In-Service Training session on the topic of BEST Plus testing was conducted by David Saphra. This presentation focused on the areas of language skill that the BEST Plus test measures – Listening Comprehension, Language Complexity and Communication. David distributed some handouts that contained strategies for strengthening these skills, and shared some personal observations from the perspective of a BEST Plus test administrator and tutor. He stressed the importance of getting each student in our program tested, and spent some time explaining what the scores mean.

## ***Annual Meeting***

Our Annual Meeting this year was held on June 14th. The new board directors, Joan Stern and Teresa Shean, were elected to serve a two-year term. Our thanks to the outgoing board members: Fatma Ghailan and Juan Carlos Hernandez. Many current board members are continuing to serve on the board. However, some roles are changing – John Lough will assume the position of Treasurer, Sharon Hart Fanelli will become Vice President, and Marilyn Ghilardi will be the Director of Tutor Advisors.

## ***Service Awards***



The following volunteers were awarded service pins:

### ***One-Year Service Award:***

Celia Baldwin, Andrew Brave, Susan Brennan, Joan Carroll, Jean Chenault, Sherwood Chorost, Cheryl French, Herbert Hadad, Betina Kleiss, Nancy Kaufman Panagacos, Kristen Lankester, Anna Li, Rozelle Rennert, Teresa Shean, Sandra Simon, Nancy Woda.

### ***Five Year Service Award:***

Jill Benzenberg, Marilyn Ghilardi, Margaret McLaughlin, Jim Reisler, June Sidman, Yolanda Wesley.

### ***Ten Year Service Award:***

Jim Kittler, Judy Levine, Promila Saxena, Akiko Takano.

### ***Fifteen Year Service Award:***

Robert McCoach, Louise Raybin

### ***Twenty-Five Year Service Award:***

Mary Jane Driscoll

Many thanks to all for your continued commitment!

## ***Toastmasters for ESL Students***

At our Annual Meeting, Promila proposed an LVT Toastmasters Club which was welcomed unanimously.



The idea is to help our students improve their listening and speaking skills while learning to provide positive feedback. This will also be an opportunity for our tutors to get together, share good tutoring ideas, and help each other to become better tutors. Email your ideas and questions to the attention of Promila Saxena at [info@lvtarrytown.org](mailto:info@lvtarrytown.org) and include the following information:

- Preferred day to meet (*choices are Monday, Thursday, Saturday*).
- How often you would like to meet (*once a month or once every two months*).
- Name and level of your student.

**Stay tuned for more information via email!**

## ***Director of Tutor Advisory Services*** ***Marilyn Ghilardi***

I am new to this position and am relying on the support of all the Tutor Advisors and tutors to help me organize and collect the data we need. I will be asking for tutoring hours to be reported every two months. Thanks for your cooperation

## ***Tutor Student Matching*** ***Jim Kittler***

We currently have 12 students on the waiting list, most of whom would like to be tutored in the evening. We also have one student whose tutor will be away for July and August. This student would like to continue his English lessons on Saturday mornings. If anyone is available as a summer substitute, or can accommodate an additional student, please contact Jim at: [jim.kittler@lvtarrytown.org](mailto:jim.kittler@lvtarrytown.org).

## Director of Teaching Materials

### Promila Saxena

The latest book list is available in the Tutoring Center. All books are filed in number order. Please return books in the same order after each use.

Remember to update your borrowed books log when you borrow books and when you return the books. Be sure to take a look at our newest books – *The Reading Teacher's Book of Lists* and *McGraw-Hill's Conversational American English: The Illustrated Guide to Everyday Expressions of American English*. There is one reference copy and one circulating copy of each.

### Changes!

New Readers Press has discontinued printing *Voyager Workbooks* as a separate book. Therefore, we will no longer be able to give students the workbook as a gift. The newer edition of *Voyager* books now includes exercises at the end of each chapter. Tutors can make copies of exercise pages instead of giving a workbook to the student. Some copies of "The New Oxford Picture Dictionary – "Intermediate Work Book 2" – are available in the Tutoring Center, labeled 229A - 229E. Tutors can request a copy for their student, while our supply lasts, if the student finds it useful.

## Help Wanted

### New Student Liaison

The board is currently seeking recommendations for a student to be the student liaison to the board – an appointed position to serve two years. The student must be willing to attend six board meetings per year, most of which are held on Mondays at 5:30 P.M. The student liaison is expected to bring a student perspective to board discussions. Please send your recommendations to [Info@lvtarrytown.org](mailto:Info@lvtarrytown.org).

### Board Secretary

We are looking for someone with good listening skills to serve as Secretary on our board. The position requires taking the minutes at six board meetings per year, typing them, and distributing them to the board via email for corrections and comments before each board meeting. If interested, please email us at [info@lvtarrytown.org](mailto:info@lvtarrytown.org).

## Tutor Advisor

If you have been a tutor for one year or more, you can serve as a Tutor Advisor. We need at least two new tutor advisors to contact a few tutors every two months to collect their tutoring hours. The information is then sent to Marilyn Ghilardi and reported to Literacy New York in our annual report. Please let us know if you can help by contacting us at [info@lvtarrytown.org](mailto:info@lvtarrytown.org).

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## The People We Serve



**Five new tutors from the Spring workshop** met with Promila and Mary Jane on May 31st to share their tutoring experiences to date:

❖ **Susan Zeiger** reported that, when her first student did not work out, she was assigned to **Leila**, a 33 year old female student from Mexico who has been in the U.S. for about 10 years. Leila studied architecture in Mexico and is a college graduate. She studied English in Mexico, but mostly reading and writing and not much speaking. She works as a Housekeeping Supervisor at the Doubletree Hotel in Tarrytown. She is married with three children and has extended family in the area. When asked why she needs help with English, Leila explained that she sometimes has difficulty understanding hotel guests and needs help with her pronunciation so that she can be more easily understood. Apart from dealing with guests at work, she does not have much opportunity to practice her English. She scores at about a 3.5 to 4.0 on the ESLOA assessment. Susan has been investigating Leila's pronunciation problems by having her select a book and read aloud. Susan listens and makes note of Leila's pronunciation

problems. They have been using *Practical Conversations in English* to research verbs and verb tenses. They also use lists of the 100 and 300 most frequently used words to build comprehension.

❖ **Barry Johnson's** student is **Lydia** from Poland, who has been in the U.S. for five years. She cleans houses and lives in Yorktown in a large Polish community where there is no need to speak English, so she comes to Literacy Volunteers for practice. Barry says Lydia is extremely motivated and also attends ESL classes at Westchester Community College. She understands much of what is said to her, but has trouble speaking, especially on the telephone. For example, she asked a friend to call Barry when her car broke down and had to cancel a lesson. So far they have met eight times. Barry has been working with a book called *English the Easy Way* which he finds very useful. It has pictures and a lot of repetition, and covers the fine points of grammar. Lydia wants to work on getting her citizenship.

❖ **Donald Sabo** started with a student, **Edwin** from Ecuador, a man in his mid-thirties who worked as a tattoo artist. They met four times at the Ossining Library. Unfortunately, Edwin had to drop out of the program because of some serious health problems. Donald enjoyed working with Edwin and found him to be a great learner and fun to be with. Edwin needed help with verbs and tenses, and had some homework for another class he was taking that Donald was able to help him complete.

❖ **Deborah Blumin** has been tutoring **Tania**, a 33 year old Italian woman who works as a captain at a restaurant. Deborah describes Tania as very lively and vivacious. She has been in the U.S. for 12 years and is married to an Italian-American and has two children, ages 11 and 4. Once Tania had to bring her 4 year old to the lesson and Deborah was able to get the child to do some drawing and reading so that Tania could focus on their lesson. Deborah said that Tania scored at level 4 on the ESLOA and wondered how she would be able to tutor such an advanced student. However, she said it was like peeling an onion, as Tania seemed very comfortable with the language, but when Deborah listened carefully she could hear problems with pronouns, articles and other challenges. Deborah divides the lesson and begins with conversation time. She discovered that Tania

likes to read *Easy English News* very much. Deborah has been looking for other material they can read together, and found an article on how to behave as an employee on a professional level, covering topics like how to shake hands, when to stand, etc. They have also started reading *The Life of Helen Keller*, and have worked on vocabulary. Another lesson focused on relative pronouns "*who, whose, and to whom.*"

❖ **Adrienne Walker** shared some of her tutoring experience. Her student is **Maria**, who moved to the U.S. from Ecuador almost 19 years ago: "Maria is married with 3 children in 11th, 9th and 1st grades. Maria's husband and son accompanied her to class on the first day. Maria seemed nervous at first but I could see that she was very excited about our sessions. We've had great conversation, and I just completed the ESLOA with her last week is almost a '4'. She speaks well but definitely can use our services. I felt confident before I met Maria but when we finally saw each other I became nervous too. I began thinking about how I would do and if I'm a good match but it turns out we laugh, teach and learn at the same time. She's very eager to learn and is not afraid to ask questions."

❖ **Connie Beale-Holcombe** shared her experiences via email, reporting that 34 year old **Ada** is married with 3 children, 14, 12, and 9 years old. Ada moved to the U.S. from El Salvador twelve years ago. She has a good understanding of written English but lacks confidence in speaking although her pronunciation is excellent. She has an outstanding sense of humor and loves to tell jokes! She is working with Connie twice a week, and her goal is to converse with her 9 year old's teacher at conference time this fall.

❖ **Hank Walter** reported that he expected his first student to be a beginner. However, when he met **Joseph** from South Korea, he realized he had a student who is very advanced in comprehension. Hank describes Joseph as a charming and knowledgeable student who owns his own business in Tarrytown with his wife. His goal is to speak like an American, and has been focusing on pronunciation. He is very eager to improve his speech so that people can understand him. Hank had Joseph read two op-ed articles from the New York Times which he enjoyed discussing very much.

## Library Policy

Warner Library has asked us to inform our students that children under 8 years of age are not allowed to be in the Children's Room unless accompanied by an adult or responsible relative/baby sitter who is at least 14 years of age. Printed notices with this policy in English and Spanish will be posted in the Tutoring Center.

## Farewell



We bid farewell to two long-time volunteers who are retiring this month – Anne Cahill (19 years) and Elisa Carillo (18 years). Both served as tutors, Board members and Tutor Advisors. Anne also served as our Student-Tutor matcher for many years. We thank you both for your service and wish you well in your retirement!

## Upcoming Events!

### Farmers' Market



On **September 20th**, we look forward to sharing a table with the library at the Farmers' Market in Pierson Park – **STOP** and say hello!

### Fall Tutor Workshop

The Fall Tutor Training Workshop will begin **October 4th** and continue on **October 18, 25, November 1, 8, 15**. Flyers for the workshop are available in the Reference Room of the library. Please help spread the word to anyone who may be interested in becoming a Literacy Volunteer! **See schedule below.**

## LVT 2014 Calendar

ACTIVITY	DATE	TIME	PLACE
LVT Fall Tutor Training Workshop	October 4, 18, 25, November 1, 8, 15	SATURDAYS 9:00 AM – 12:00 PM	Large Meeting Room
Board Meetings	September 8, 2014 November 10, 2014	MONDAYS 5:30 – 7:00 P.M.	Meeting Room C
Farmers' Market	September 20, 2014	SATURDAY 8:30 AM – 1:00 P.M.	Pierson Park