



LITERACY VOLUNTEERS OF THE TARRYTOWNS INC.  
www.lvtarrytown.org

The Warner Library  
121 N. Broadway, Tarrytown, NY 10591

October 2009

## NEWSLETTER

Volume 35 Number 2

### Spring 2009 Tutor Training

On Saturday, April 4<sup>th</sup>, eight new tutors joined the ranks of Literacy Volunteers of the Tarrytowns. Jill Benzenberg, Ann Cashen, Barbara Hicks, Susan Lewis, Jim Reisler, Wayne Roberts, Mimi Weare and Yolanda Wesley received certificates and ivy from Mary Jane Driscoll in their graduation ceremony having completed the tutor training workshop.

Correa, Carol Hagglund, Jim Kittler, Debbie Olivieri, Promila Saxena, Liz Siracusa, Claudia Smith and Fred Steigman. You are all so generous with your time and talent!

### Board of Directors 2008-2010

Nelson Correa	President
Joseph Ambrose	Vice-President
Sharon Hart	Treasurer, Director of Grants
(position vacant)	Secretary
Mary Jane Driscoll	Director, Tutor Training
Jim Kittler	Director, Tutor-Student Matching
Frederic Steigman	Director, Tutor Advisory Services
Promila Saxena	Director, Teaching Materials
(position vacant)	Director, Public Relations
Lynn Jacoby	Director
Anne Cahill	Director
Debra Portnoy	Director
Elizabeth Siracusa	Warner Library Liaison
Tomoko Tanaka	Student Representative



*Brian Crowley, Lora Anderson, Bobbe Green, Sharon Hart Fanelli, Richard Vasquez at their final workshop session (June, 2009)*

On Monday June 8, Lora Anderson, Richard Vasquez, Roberta (Bobbe) Green and Brian Crowley completed the evening tutor training workshop and Sharon Hart Fanelli awarded them their certificates and ivy.

Welcome to all 12 new tutors! Special thanks from Sharon and Mary Jane go out to the volunteers who helped with the workshop presentations and refreshments: Cristina Bloise, Nelson

### President's Report

By Nelson Correa  
The Literacy Volunteers of the Tarrytowns is celebrating its 35th year anniversary this year, after its founding in June, 1974.

As of June, 2009, we had 92 volunteer members, including 61 tutors. In the past year we provided 1,783 hours of tutoring in English as a Second

Language (ESL) to 77 students (43 active); all tutoring was done by volunteer tutors, in 930 tutoring sessions. We also held four tutor training workshops and trained 28 new ESL tutors. In addition to the tutoring, volunteers provided approximately another 1,000 hours of non-tutoring volunteer work.

Our literacy work is possible thanks to the enthusiasm and dedication of LVT's tutors, volunteers and members of the Board of Directors. Many thanks to all those involved in our efforts.



### **LVT Secretary Resigns**

Carol Hagglund, LVT Secretary, submitted her resignation effective September, 2009. Due to personal reasons, Carol is no longer able to attend Board meetings on Monday evenings and fulfill the role of Secretary. She continues as LVT member and tutor. Carol and her contributions to the Board during the past year are already missed.

### **Open Board of Directors Positions**

The Literacy Volunteers of the Tarrytowns is seeking volunteers to serve in the positions of Secretary and of Director of Publicity.

Among other duties, the Secretary is responsible for keeping record of Board

meetings and for writing and distributing meeting minutes.

The Director of Publicity is in charge of press and other workshop announcements, and the production and mailing of the LVT Newsletter to members. The Board of Directors meets approximately once a quarter in the year, on Monday evenings. Directors are expected to attend all meetings.

If you are interested in serving on the Board or would like additional information, please write to [ncorrea@lvtarrytown.org](mailto:ncorrea@lvtarrytown.org).

### **Director of Tutor Advisory Services**

Fred Steigman reports that as of 9/11/09 we had 51 students in our program and 46 active tutors. There were two tutors waiting for a new student to be assigned and ten inactive tutors. There are three tutors currently tutoring small groups of two or more students.

### **Tutor Student Matching**

By Jim Kittler

We currently have 30 students on the waiting list. Most students want to be tutored Monday and Thursday afternoons and evenings. We receive approximately one application every two weeks. Anyone who can take on an additional student please contact Jim at [jim.kittler@lvtarrytown.org](mailto:jim.kittler@lvtarrytown.org).

### **Notes for Tutors!**

Please check your tutoring materials - one of our Culturegrams books is missing "The Americas." We need this volume back as soon as possible.

Did you know? You can reserve the Mark Twain room for tutoring small groups. Contact Regina in the Director's office.

**Please bring back all ESLOA books** – we are running short and need them for our training workshops.

Tell your friends how much you enjoy being a Literacy Volunteer!

## Report from the Director of Teaching Materials

Promila Saxena writes:

We have been working for some time on improving the effective use of our resources in the Tutoring Center. We implemented an attendance sheet to monitor traffic at different times of the day and days of the week. We started posting News Alerts in each cubicle to keep our tutors informed of changes. We also changed the book-check-out process – from an index card to completing the “borrowing sheet.”

The new check-out process provided us easy access to more information and helped us make decisions. Looking at “book borrowing” information and considering all tutors and trainer’s needs, in our recent meeting, the board has decided the following: 1. Under no circumstances should “Reference” books be borrowed; 2. Tutors should not hold books for more than two weeks at a time.

At this time I would like to thank all those who follow the proper procedure; encourage others to do the same to ensure the best use of our resources. Please forward your questions or concerns to [psaxena304@aol.com](mailto:psaxena304@aol.com).

The following Books have been awarded to students by their tutors:

Tutor Student	Book Title	Date
Nelson Correa Marleny Burke	Beginner's Dictionary of American English Usage	4/5/2008
Amy Plofker Nami Akiva	NTC's American Idioms Dictionary	4/3/2008

Angelica Hinojosa Carlos Mora	Beginner's Dictionary of American English Usage	6/14/2008
Frederic N. Steigman Vivian Fernandez	The Oxford Picture Dictionary	12/6/2008
Frederic N. Steigman Vivian Fernandez	Beginner's Dictionary of American English Usage	12/6/2008
Pat Schories Maria Guranga	The Oxford Picture Dictionary	2/14/2009
Peggy McLaughlen Fredy Xavier	The Oxford Picture Dictionary	2/14/2009

The following books have been purchased for our Tutoring Center in 2009:

Book Title	Author
CONTACT USA: A READING AND VOCABULARY TEXT (3RD ED)	Paul Abraham & Daphne Mackey
CONTACT USA: A READING AND VOCABULARY (3RD ED)	Paul Abraham & Daphne Mackey
FOCUS ON PRONUNCIATION: PRINCIPLES AND PRACTICE FOR EFFECTIVE COMMUNICATION	Linda Lane
SOUNDS GREAT: INTERMEDIATE PRONUNCIATION AND SPEAKING FOR LEARNERS OF ENGLISH - BOOK 1	Beverly Beisbier
SOUNDS GREAT: INTERMEDIATE PRONUNCIATION AND SPEAKING FOR LEARNERS OF ENGLISH - BOOK 2	Beverly Beisbier
AMERICAN VOCABULARY BUILDER 2	Bernard Seal
LINE BY LINE: ENGLISH THROUGH GRAMAR STORIES, BOOK 1A	Steven J. Molinsky, Bill Bliss

## Fall Tutor Training Workshops

The Literacy Volunteers 18 hour ESL Tutor Training Workshop at Warner Library is already underway. It began Saturday, October 3 at 9:00 AM.

- Saturday workshop: October 3, 10, 17, 24, 31, November 7 – 9:00 AM to noon. Sessions will be led by Mary Jane Driscoll and Carol Hagglund.

This training workshop will prepare new volunteers to accept a student from a waiting list of men and women in our community seeking help in learning to speak English. There is no need to know a foreign language in order to help a neighbor learn English. If you have friends, relative, neighbors who are at least 19 years old and can commit to tutoring a learner for approximately two hours a week for one year, please

encourage them join us!

Applications for the next workshop will be available at Warner Library in January or can be completed on-line using our volunteer application form. For more information please call Literacy Volunteers of the Tarrytowns at (914) 432-3052, or e-mail [info@lvtarrytown.org](mailto:info@lvtarrytown.org).

## Spring 2010 Tutor Training Workshop

The Literacy Volunteers of the Tarrytowns will offer an 18 hour ESL Tutor Training Workshop at Warner Library, starting Saturday February 27, 2010, at 9:00AM. Now is the time to register!

- Saturday workshop: February 27, March 6, 13, 20, 27, and April 10, 2010 - 9:00 AM to noon

To register or to request additional information, please fill the online volunteer application form at [www.lvtarrytown.org](http://www.lvtarrytown.org). You may also call 914-432-3052 or e-mail [info@lvtarrytown.org](mailto:info@lvtarrytown.org).

## In Memoriam

Our colleague, Lucille Hutchinson passed away July 15, 2009. She had been an active Literacy Volunteer in our affiliate for 31 years. For some of us, Lucille's voice on the phone was the first contact we had with Literacy Volunteers. Lucille and her husband Ted led the tutor training workshops for many years. In addition to her service as a tutor and trainer, Lucille served on the board as Secretary, Director of Publicity and Grants and the editor of our newsletter. She was a quiet, gentle woman with outstanding organizational skills who worked tirelessly to help our affiliate serve the needs of our community.

## The Work We Do

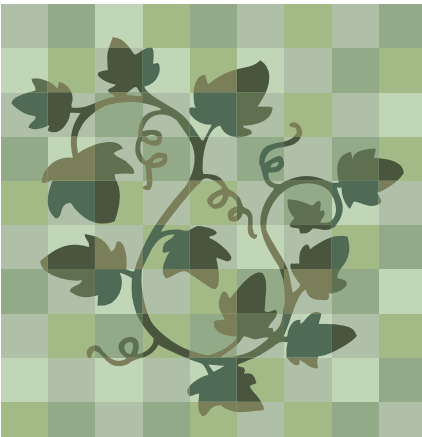
On Saturday May 16, Mary Jane held a follow-up session to her Spring Tutor Training Workshop. Jill Benzenberg, Jim Reisler and Susan Lewis shared the following accounts of their tutoring experiences so far.

Jim is tutoring a 29 year old woman from Ecuador named Nadia. She came to the U.S. eight years ago. Nadia is a housekeeper who has several goals in learning English. She told Jim that sometimes her employers leave notes telling her what they need her to do when she comes to clean. She can figure the notes out, but if they give her verbal instructions on their way out the door, she does not always understand. She needs help deciphering verbal instructions. She also told Jim that she has a 5 year old daughter and she would like to learn more English so that she will be able to understand her daughter's teachers when she meets with them to discuss her daughter's progress. Jim and Nadia got right to work. In three sessions (plus one intro session), they have already practiced a sample parent-teacher dialogue. Jim says Nadia seemed very motivated to learn the dialogue. They have also worked on a doctor-patient dialogue and learned that pronouncing some English words - like "headache" are difficult for Nadia. Jim has also worked on the family tree with Nadia and the names of U.S. coins. He says it has been a very positive experience for him and Nadia seems very appreciative.

Susan is working with Ja-lee, a woman from Korea who tests at about a level 2 on the ESLOA. Ja-lee has been very isolated from the English speaking community. She attends a Korean church, goes to a Korean doctor and dentist and works at a Korean nail parlor. She has two daughters aged 19 (in college) and 15 (in Sleepy Hollow High School). Ja-lee's goal for learning English is to be able to communicate with her 15 year

old daughter who does not speak Korean. She would like to be more involved in helping her 15 year old in her college search. She also would like to improve her English so that she can speak with the nail salon suppliers. Susan has had six sessions with Ja-lee. She says Ja-lee's understanding of time and money terms in English is very good, but she needs help with verbs and grammar. Ja-lee had a few years of English in school and seems to like working on worksheets that Susan has given her for homework. They have had some fun reviewing opposites, but Ja-lee found using opposites in a sentence was a challenge. Susan said she will also have to do some work with pronunciation, because Ja-lee often inserts extra syllables after some words - "I lika sweater," and has some difficulty pronouncing B's and Z's.

Jill's student is Rocio, an advanced student from Peru who tests at level 4 on the ESLOA and about 750 on the Best Plus test. Jill says Roscio is very smart - and Jill is learning a lot about English trying to keep one step ahead of Roscio! Roscio works for the Even Start program in Sleepy Hollow and has to write papers for a class she is taking. She speaks well and her goal is to learn to write better. She asks Jill for help correcting her writing. Jill finds that Roscio needs help knowing when to use articles like "the" and when to use "its" vs. "it's" or have, had, has.



Fall 2008 Workshop follow-up:  
 Claudia Smith came to the follow-up to the Fall workshop on January 10 and shared some of her experiences. Her first student did not work out. Her second student, Edgar - known as Favian has been here for two years. He is from Ecuador and has a wife who is also being tutored in our program. They have a nine year old son in the Tarrytown schools. All three came to the Literacy Volunteers Holiday Party which was "delightful." Claudia says Favian understands more than what the ESLOA tests. He scored a bit above level 1. He works as a carpenter doing home renovations. He had one year of college which included some English, but at his job he speaks Spanish. Favian spoke with Claudia at the holiday party about traditions and customs in Ecuador. His wife was a bookkeeper in Ecuador but is cleaning houses here. Claudia and Favian meet for tutoring Thursday evenings, but the Tutoring Center is crowded, so they usually go to a corner of the Reference room. Claudia thinks she will work with Favian on phone skills because he says it is difficult to speak on the phone. Pronunciation is important to Favio. And they are working on tenses and the vocabulary of food, the calendar and shopping. Favio told Claudia that he needs help with English for the pharmacy but he can get along fine at C-town.

### Spring 2008 Workshop Follow-up

Rita Gladstone, Carol Rhoder and John Rhoder met with Mary Jane Driscoll June 21, 2008 for a follow-up session to the Spring Tutor Training Workshop.

Rita told us about her student - Marinella, who came here 15 years ago from South America. She speaks English, is a citizen, works as a housekeeper and babysitter, has traveled to Las Vegas and Europe and

has a son who is now an adult. Marinella wants help with reading, writing, spelling and grammar as well as improving her accent.

Rita asked her for a writing sample and found some help was needed for spelling and grammar. She said that Marinella does not watch much TV in English but she does watch programs in Spanish.

They began working with Grammar Step by Step - one lesson per class and also used Easy English News in their lessons which usually last about one hour. They are working on building a vocabulary list. Marinella writes what she did last week using an English-Spanish dictionary and they go over this together. Rita says that Marinella is very enthusiastic, but also a more advanced student than she was expecting. Rita feels that Marinella's accent is 90% understandable.

John told us about Dorota, a Polish woman who has been in this country one year. She studied English when she was in Poland, and John says she reads well and scored about a 2.5 on the ESLOA. Dorota was an accountant in Poland and now she works long hours as a cashier in a deli in Darien six days a week - so when they meet for a lesson she is usually very tired. She lives with her 20 year old son who works for her brother-in-law. John is the only person she has a chance to speak English to, though she listens to the radio and tapes in her car. Her boss and co-workers speak Spanish.

Dorota tried going to the Life Center to get help with English, but she felt there were too many people in the class. John is working with her on pronouns and tenses. As they speak together he writes down what she says and they correct it together. John helps her with everyday cashier

phrases - like -Do you want chips with that? He says she is enthusiastic and her goal is to become a citizen and work as an accountant again. She seems to be satisfied with the progress she is making in her LV English classes.

Carol told us about her student Maria - a woman from Colombia. Maria has been in this country for 9 ½ years. Her son and daughter-in-law are here too. She works as a babysitter and housecleaner where she tries to speak English to her employers and charges - but they do not correct her mistakes. Carol says Maria meets with her two times a week for 1 hour and fifteen minutes and would gladly stay longer. She had tried going to Westchester Community College, but gave up. She likes to talk about what goes on in her life and in Colombia. They have used the language experience story approach in their lessons. Carol takes the story they write together in class and types it up for Maria. She found an article about something they had talked about - Colombian drug deals. Carol says they "slogged their way" through the article. Maria has also talked about church - she would like to be a minister in her church. She brought some video tapes about religion to the lesson and explained that she wants to understand them so that she can explain them to children at church.

Carol has given Maria some homework assignments - questions to answer about the retreat Maria went on with her church and questions about what she likes about the U.S. They have also worked on idioms from Easy English News - Maria found that challenging. They begin each class by reviewing what they did the week before. Carol says they build on that - add new questions, go over Easy English News, review the words in bold, talk, write, revise, review.

## Looking for Help!

Literacy Volunteers of the Tarrytowns is calling upon anyone with writing and artistic skills to help with the production of this newsletter. Items of interest to add to our newsletter – open-ended stories about students, tutoring strategies that could be helpful for our other tutors, recipes, ideas to bring in new members, etc.

We are also looking for a volunteer with editing and web production skills to help with the production and update of the LVT web site. If you are interested, we will provide on the job training.

This publication is one way we reach the public, tutors, students and members of the board. Your feedback is very important to us. Please email your comments and volunteering inquiries to [info@lvtarrytown.org](mailto:info@lvtarrytown.org).

## Save the Date!

The Literacy Volunteers Holiday Party for tutors and learners will be December 13 from Noon to 2:00 PM in Warner Library. Meeting rooms A and B.

The next Board meeting will be Nov 9, 2009 at 5:00 PM in meeting room A. All are welcome.

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Warner Library  
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Visit our new website:  
**[lvtarrytown.org](http://lvtarrytown.org)**