

### What Do I Do When I Get There?

1. Check in with Dana in the front office and get a visitor's badge.
2. Go to your assigned classroom and let the teacher know you are there. (I will post the monthly calendar on a rolling bulletin board that will be in the back hallway by the kindergarten and first grade rooms in case you forget where you are scheduled).
3. Use the list on the clipboard to call the next student.
4. Reading:
  - ✓ Have the student choose a book or books from the reading bin at the assigned table for that classroom.
  - ✓ Use reading sheets found under the class roster on the clipboard as a guide for discussion. This should be about enjoying reading, so they might want to read to you, you might want to take turns, they might want you to read to them, etc. Do what works for the two of you. You can leave notes for the teacher on the record sheet for that class on what you did and how it went.
  - ✓ After 20 minutes reading/conversation, repeat for the next student on the list until your time is over.

Math: The teacher will let you know what games or drill activity you will be playing or practicing with the students at the assigned table for that classroom.

- ✓ After 10 minutes of playing or practice, repeat for the next student on the list until your time is over. You can leave notes for the teacher or help the student record their progress on their goal chart.
5. Sign-out at the office.

\* Typically, kindergarten – 3<sup>rd</sup> grade tables are in the back hall; however, if the three tables are taken, there is a table in the front hall next to the 5<sup>th</sup> grade classroom that can be used.

