

Literacy Volunteers  
of Coconino County

LVCC Reader

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2008 - 2009

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In Memoriam

Your gift to LVCC  
will keep their spirits  
alive.

Rusty Salisbury  
Ann Leighton

Thank You

Volunteer Spotlight\*: Rebekah Guillory

Rebekah Guillory, LVCC's AmeriCorps member for 2008, will complete her service at the end of October. In fact, she is so committed that she will have completed her service and offered many more additional volunteer hours in assessing learners, designing and teaching a citizenship course geared towards the new test, communicating with volunteers and learners, training new tutors and much more.

Staff at LVCC would like to take this opportunity to thank Rebekah for all of her support in improving adult literacy in Flagstaff. She has been a valuable addition to our team this year!

Rebekah is off to study abroad in India for a year and we wish her the best of luck. Shubh Kaamnaayein, Rebekah! Below is Rebekah's note of farewell:

Dear LVCC Volunteers & Learners,

As a number of you may already know, I have recently decided to participate in an International Business Studies program in Bangalore, India and will be leaving November 1st. Please consider this to be my sincerest farewell to each and every one of you: the staff, tutors, learners and volunteers alike.

I want you all to know that I am truly leaving LVCC with mixed feelings—happy about my opportunity to study in India, but sad to be leaving such a great organization where I have so many wonderful friends and

colleagues. The last year and a half as a volunteer and ultimately a member of the Literacy Volunteers' team has been an incredible venture. I witnessed LVCC grow into the new building and location and watched The Literacy Center come to realization. I learned a great deal about the local community and worked with many people with whom I am sure I will remain friends for a long time. I can only wish that my new adventure will give me such rewarding experiences.

Thank you so much for making my time at LVCC a truly enjoyable one. I invite any of you who would like to keep in touch to come into the office before October 29th and I will be happy to give you my blog address. My online blog will chronicle my time in India as well as serve as a connection to those interested.

My very best wishes for the future go out to each and every one of you.

Sincerely,

Rebekah Guillory



\*Be sure to check out the Tutor-Learner spotlight in Learner News too!

LVCC is a fully accredited affiliate of ProLiteracy America.

## Tutor Tip: SPOTLIGHT! On Spelling Strategies

Are your English language learners struggling with the spelling of English words? Here are four helpful guidelines for learning how to spell.\*

1. *Practice*. Did somebody tell you practice makes perfect? That's only if you're practicing it correctly. *Practice makes permanent*. Each time you spell a word incorrectly, you're "practicing" the wrong spelling. So, if you're not sure how to spell the word, find out and then practice that spelling. Keep an ongoing notebook of words so you have your own personal dictionary and you can see your progress. Start small, though!

2. *Don't try to learn all the words at once*. Even if you learn them all in one sitting, practice them a few at a time. Then add another word to your list or start on different ones. Each time you learn another word, go back and practice the ones you learned before it, because, after all, practice makes permanent.

3. *Review the words you know*. If you already know some of the words on your list, practice them each once or twice before you start tackling the ones you don't know yet. It's a good confidence booster. Remember, practice makes permanent!

4. *Use the words you've practiced*. That's the point to learning them anyway. Have a list of words you're learning handy, in a notebook, and you can look them up to make sure you're spelling them right. Besides, using them is practicing them, and practice ...

P.S. Remember, while first learning how to spell words, *temporary spelling* is a good thing. That's part of the "practice".

\*Printed and excerpted in *hELLO!: Resources for Educators of English Language Learners*, <http://www.bigdealbook.com/> from "Five Guidelines for Learning to Spell," LD Online, <http://www.idonline.org/>

## Save the Date

- Oct. 28 Tutor Workshop: Formally Assessing Learners.** This workshop is for volunteers who are interested in helping LVCC with formally assessing and reassessing learners. You will learn how to give the assessments and report back to LVCC. These assessments, seen in Orientation, may inform your assessment of your learner, but the workshop is geared to those who would like to volunteer with LVCC in this area. RSVP at 556-0313.
- Nov. 13 or Nov. 15 Tutor and Learner Workshop: You are Your Child's First Teacher: 6 pm on Thursday or 10 am on Saturday at LVCC.** Learn strategies for reading to your children, school success and beyond. RSVP at 556-0313. Please share this workshop with your learner.
- Nov. 22 or Nov. 25 Tutor and Learner Workshop: Ready, Set, Work Part 1: Application and Résumé Writing: 10 am on Saturday or 6 pm on Tuesday at LVCC.** Learners will learn how to fill out job applications and how to write a résumé for job readiness. RSVP at 556-0313. Please share this workshop with your learner.
- TBA Tutor Workshop: Preparing for the New Citizenship Test.** A USCIS rep will tell all about the new citizenship test, as well as discuss materials for teaching. If you have a learner who is interested in studying for the new test, this workshop is for you.
- Jan. TBA Volunteer Appreciation and Learner Recognition Breakfast.** Eat, drink and be merry with other tutors, staff, board members and learners as we recognize all of our volunteers and learners.
- Ongoing Family Evening Storytime: Tuesdays at 6 pm at both libraries.** Check out the library's online calendar for other fun family activities:  
<http://www.flagstaffpubliclibrary.org/calendar/index.html>.

## LVCC Learner Achievements, Fiscal Year 2008 (July 2007-June 2008)

Did you ever wonder what learners can do now that they couldn't do before learning English? Well, congratulations! These are the 300+ learner achievements that were reported for fiscal year 2008 (and we know there are many more not reported). Learners are succeeding more in the community every day!

### IN THE COMMUNITY ...

9 people can get around the community  
1 person can access other community resources  
2 people can address an envelope  
3 people have applied for citizenship  
1 person is a community volunteer  
1 person can find help with filing taxes  
6 people now use the public library  
6 people have increased consumer skills  
5 people have increased their involvement in community activities  
1 person has located daycare or a sitter  
1 person has opened a bank account  
6 people are studying for citizenship test  
3 people are new American citizens  
9 people can better talk to community members  
2 people are participating in religious communities  
3 people are preparing for a driver's license test  
2 people have passed the driver's test  
2 people can read a bus schedule  
1 person can read a course catalog  
4 people can read a map  
1 person can read contracts  
2 people are reading traffic signs  
2 people use electronic banking  
1 person uses the phone book to locate services  
1 person uses the post office  
2 people can call for a taxi



### FOR HEALTH ...

11 people can communicate with health professionals  
1 person has attained wellness and a healthier lifestyle  
2 people can call a doctor to schedule an appointment  
1 person can find health care in the community  
1 person can follow a medical program  
1 person can plan healthy meals  
2 people can read a medication bottle  
3 people can read and write recipes  
8 people can read cafeteria or restaurant menus  
1 person can read health education information  
3 people can read label information  
1 person can write a shopping list



### AT HOME ...

15 people are reading newspapers or magazines  
2 people can balance a check book  
3 people have better money management skills  
1 person can fill out forms  
8 people have improved pronunciation  
31 people have improved literacy skills  
21 people have better self-confidence  
3 people keep a journal or diary  
9 people have learned survival vocabulary  
14 people have learned to use the computer or internet  
3 people can read and pay their bills  
4 people can read and write letters/ cards  
1 person can read for information or education  
10 people are reading for pleasure  
13 people can talk more easily with family and friends



1 person is using a calendar or date book  
20 people use the telephone  
4 people can write checks or money orders  
1 person is writing creatively

### AT WORK ...

11 people got a new or better job  
2 people can answer phones at work  
3 people can ask for a raise or promotion  
2 people can fill out an employment application  
6 people can talk to and help customers  
8 people can communicate with supervisors and coworkers  
2 people have learned job-specific skills  
2 people have learned work vocab  
1 person can now research job training  
1 person can read classified ads  
3 people can read manuals, signs, instructions and memos  
2 people have received praise from a supervisor  
6 people are writing notes, instructions and reports  
1 person is writing up orders, estimates, etc.



### AT SCHOOL ...

1 person can fill out an admissions application  
1 person got a GED  
7 people can help their children with homework  
2 people have improved their study, organizational and test-taking skills  
3 people are preparing for the GED test  
11 people can read a story to children  
3 people have registered for classes  
1 person can search for financial aid  
9 people can talk with teachers and school administrators  
7 people are using dictionaries



## LVCC Tribute Program

LVCC is starting a new donation program wherein donors can give to the organization in the name of another. This might be as a thank you to someone special or in the honor of a loved one's memory.

This program is a great way to recognize someone in your life and give to the program at the

same time. If you are interested in giving to Literacy Volunteers' Tribute Program, please complete the form on the next page and send to:

*Literacy Volunteers of Coconino County*  
2223 E. 7th Ave. Ste. B  
Flagstaff, AZ. 86004

## Literacy Volunteers of Coconino County Tribute Donations Form

In Memory of \_\_\_\_\_ (name)  
\_\_\_\_\_ (date)

In Honor of \_\_\_\_\_ (name)  
\_\_\_\_\_ (reason)  
\_\_\_\_\_

Family Contact Information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Donor Contact Information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you for your gift to literacy. Would you like to be  
acknowledged in the newsletter? \_\_\_\_\_

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*For office use only:*

*Date received* \_\_\_\_\_

*Check #* \_\_\_\_\_

*Amount* \_\_\_\_\_

*Check Date* \_\_\_\_\_

*Acknowledgement letter to family sent* \_\_\_\_\_

*Acknowledgement letter to donor sent* \_\_\_\_\_



## Thinkfinity Literacy Network

On September 30 we had a workshop on the Thinkfinity Literacy Network as it has recently been redesigned with a new and easy to navigate face. The partners, Verizon, ProLiteracy Worldwide, the National Center for Family Literacy and The American Library Association, have developed the web site as a portal for “literacy across the lifespan” services.

There are four main tabs to explore: Teach, Learn, Manage and Volunteer. One can take an online class, skim an article about how to help adults understand what they read, assemble an ESL teaching toolbox, find a tutoring tip or browse the resources for a specific topic in the “library”.

The online classes are free and can be used towards tutor recertification, just like any LVCC workshop! Each course is typically an hour-long, so do enough for at least three hours and turn in your certificates.

To access the redesigned web site, go to [www.thinkfinity.org](http://www.thinkfinity.org) and click on “Literacy Network” on the toolbar at the top of the screen. Take advantage of this valuable resource next time you are web-surfing.

## LVCC Opportunities

Are you interested in volunteering in another capacity for LVCC? We need class teachers, assessors, office aids and more! Call 556-0313 for more information and to let us know of your interest.

“Why, there isn't a man who doesn't have to throw out about 1,500 words a day when he writes his letters because he can't spell them! It's like trying to do a St. Vitus dance with wooden legs.”

- Mark Twain, The Alphabet and Simplified Spelling speech, 2/9/1907

We had many positive responses to the previous emailed newsletter, so we have decided that it is our new preferred method. Emailing this newsletter saves LVCC funds as well as trees! If you would prefer a paper copy, simply print it out or let us know and we will be glad to mail one to you. Thank you!

## Oh, the Vagaries of English Spellings!

¶ A king, on assuming his reign,  
Exclaimed with a feeling of pæign:  
“Tho' I'm legally heir  
No one here seems to cæir  
That I haven't bæn born with a bræign.”

¶ A mærchant addresssing a dæbtor,  
Remarked in the course of his læbtor,  
That he chose to suppose,  
¶ A man knose what he ose,



¶ And the sooner he pays it, the bædter!

¶ And now our brief lesson is through.  
I trust you'll agræe it was tæough;  
For it's chiefly designed  
To impress on your mighnd  
What wonders our spelling can dough!

— author unknown

## Spelling Sites to Spend a Spell

<http://www.funbrain.com/spell/index.html>: In this activity, learners must select a word spelled wrong from a list and then spell it correctly.

<http://www.spinandspell.com/>: Though designed for young learners, the topics (home, food, clothing) are useful for adults learning survival vocabulary. The game has colorful pictures that the player spells.

<http://myenglishlessons.net/misspelled.htm>: A list of the 100 most misspelled words.

<http://www.splashesfromtheriver.com/spelling/courseoutline.htm>: Free online spelling course.

<http://literacy.kent.edu/Midwest/Materials/ndakota/spelling/toc.html>: Spelling lessons to teach your learners.

<http://www.spelling.hemscott.net/>: A wealth of information, including spelling lessons, activities and worksheets.

<http://wwwfp.education.tas.gov.au/english/spellstrat.htm>: Tips for learning spelling.

<http://www.spellingcity.com/>: This valuable site allows one to put in their own spelling words for learning, testing and playing games.

Did you find a good spelling site not listed? Let us know at [lvccutor@LVCCReads.org](mailto:lvccutor@LVCCReads.org).