

California State University, San Bernardino
College of Education
Watson and Associates Literacy Center
(909) 537-2665
<http://literacy.csusb.edu>

"Literacy is the portal to knowledge, understanding the world and ourselves."

Dear Parent/Guardian,

Welcome to the Watson and Associates Literacy Center at California State University, San Bernardino College of Education. The mission of the Literacy Center is to assist students, grades kindergarten through 12, to improve their listening, speaking, reading, and writing skills. Funded by a generous grant from Watson and Associates, the Center offers interactive tutoring within carefully designed programs.

Please complete the enclosed application, if you have not yet done so, and return it to the Center. Each applicant to the Literacy Center will be assessed using Renaissance Place, Accelerated Reader literacy assessment. Children who are found to need tutoring services will be invited to participate. Pre-assessments for each child are individually scheduled **January 6 – 9, 2014, 2:00 – 5:30 p.m.**

Children will be invited to participate in tutoring based on space available and need. Children whose literacy achievement is less proficient will receive priority. Each child receives tutoring one day each week, 4:30-5:30 pm. Please indicate which day, Monday through Thursday, is best for your schedule. You may be asked to attend on an alternate day depending on availability of tutors. Additional children will not be accepted for tutoring after January 16, 2014, nor will day changes be made. Tutoring is fast-paced and late acceptance and day changes during the quarter compromise the program.

Tutoring for the Winter 2014 quarter is provided **January 13 – March 10, 2014**. Post-assessments for each child are individually scheduled **March 11 – 13, 2014, 2:00 – 5:30 p.m.**

Each tutoring session begins at 4:30 and ends at 5:30. Please remember to sign your child in for each session. Every child is strongly encouraged to check out books and take Accelerated Reader quizzes. Accumulated points earn children prizes.

Parking permits are issued to each family at the beginning of the quarter. Parking permits are valid for all parking areas on campus except 30 minute parking. Those areas are monitored by Parking Services, and vehicles using those areas for extended parking will be ticketed.

At the end of each quarter your child's tutor will discuss your child's progress with you and provide a progress report. This report will list the results of the assessments that were administered, literacy skills taught during tutoring sessions, and suggestions to help maintain your child's progress.

Each quarter a fee is charged for materials for each child enrolled in our program. **The fee schedule has changed.** Fees are: \$25 for the first child and \$10 for each additional child. Payments are made in the Bursar's Office in the basement of University Hall. You will be given a form to take with you as you make payment.

If you have any questions or concerns, please contact the Center at (909) 537-BOOK, or cterrell@csusb.edu.

Thank you,
Catherine Terrell, Ed.D.
Director
Watson and Associates Literacy Center