



Formerly known as Blue Ridge Literacy Council

Available at LC office or website,  
Henderson County Main Library

**Mail Forms to:** 59 E. Clairmont Dr.,  
Hendersonville, NC 28791

**Email forms to:**

**Youth:** [harry@litconnection.org](mailto:harry@litconnection.org)

**ESOL:** [carina@litconnection.org](mailto:carina@litconnection.org)

**Citizenship:** [alma@litconnection.org](mailto:alma@litconnection.org)

**ABE/GED:** [admin@litconnection.org](mailto:admin@litconnection.org)

## MONTHLY PAIR TUTORING REPORT

**Due by the 10th of the following month.**

Completed forms can be:

**Mailed:** 59 E. Clairmont Dr., Hendersonville NC 28759

**E-mail:** see the list on left

**Dropped off at the office or in Literacy Connection box at the Henderson County Library**

<b>FOR MONTH/YEAR: September 2023</b>	
<b>STUDENT: Roberto</b>	<b>TUTOR: Martin</b>

**TUTORING:** Record tutor prep and travel (round trip time, not mileage) and tutor/student face-to-face class time.

**(Please round to the nearest ¼-hour and do not use military time.)**

DATES	TUTORING (Face-to-Face)			COMMENTS (Lesson/skills/goals worked on, reason for absences, etc.)
	PREP	TRAVEL	TUTORING	
9/4/2023	.5	.5	1	Read a very interesting story about Ray Charles and reviewed vocabulary.
9/7/2023	.5	.5	1	More reading and vocabulary review. We also engaged in a long conversation about pursuing legal residency.
9/11/2023	.5	.5	1	Reading and vocabulary review
9/14/2023	.5	0	0	I was ill and cancelled our session
9/18/2023	0	.5	1	Read half of "The Bank Examiner" and reviewed vocabulary.
9/21/2023	.5	.5	1	Finished "The Bank Examiner." Interesting conversation since Roberto is vulnerable to fraud. Good lesson.
9/25/2023	.5	.5	1	Read a story about a woman who accepted a job as a telephone solicitor on a fraudulent charity phone bank.
9/28/2023	.5	.5	1	Reread the Telephone Solicitor article to review Contractions. Very helpful.
<b>TOTALS</b>	<b>3.5</b>	<b>3.5</b>	<b>7</b>	

**TUTOR – OTHER HOURS THIS MONTH\*** (consult with staff, office work, special events): \_\_\_\_\_

**\*Do not include hours for Tutor Training, In-Service Trainings or Tutor Networks, which are recorded separately.**

**See Reverse**

PRIMARY TEXT(S) USED: \_\_\_\_\_

**ADDITIONAL COMMENTS: Challenges, Victories, General Observations/Documentation of Distance Learning.  
PLEASE CALL YOUR COORDINATOR (696-3811) IF YOU HAVE ISSUES,  
QUESTIONS, OR NEED ADDITIONAL MATERIALS.**

**CHANGES IN STUDENT OR TUTOR DATA**

*Complete this section only if there are changes to the information indicated.*

New Tutoring Site/Days/Times: \_\_\_\_\_

**Student**

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Other: \_\_\_\_\_

**Tutor**

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email \_\_\_\_\_ Other: \_\_\_\_\_

## Student Progress Checklist

Please answer the following questions as they pertain to the **CURRENT MONTH ONLY**.

**Please respond with to the following questions.**

- Student is attending **MOST** of their scheduled tutoring sessions. **Yes**
- Student is completing homework as assigned. **Yes**
- I feel this student has shown measurable progress this month. **Unknown**
- Student calls or texts when they are unable to attend tutoring. **Yes**
- Does this student appear to struggle with retaining information or learning / understanding material? **Yes**

- Does this student struggle with transportation issues that cause him/her to miss tutoring sessions? No

**If you have concerns about any of the above, please explain below. What are you experiencing? How can we help?**

**Learning English is tough. Roberto struggles but he hasn't lost his enthusiasm.**