

# PROJECT SECOND CHANCE - MONTHLY TUTOR CALENDAR



PROJECT  
SECOND  
CHANCE  
Adult Literacy Program  
CONTRA COSTA COUNTY LIBRARY  
ccclib.org/psc

Month \_\_\_\_\_ Tutoring Site \_\_\_\_\_

Tutor \_\_\_\_\_ Adult Learner \_\_\_\_\_

TOTAL Tutoring Hours \_\_\_\_\_ TOTAL Prep & Travel Hours \_\_\_\_\_

Date	Tutoring Hours	Prep & Travel Hours	Materials Used or Reason Lesson Cancelled

**What goals did you work on this month (from the goals you set on the semi-annual Goals form)?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**What skills did your learner work on this month?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Any other accomplishments, challenges or thoughts?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Check here if we may mention these accomplishments in the next newsletter.
- Check here if your student wants a certificate for completing the following (textbook):  
 \_\_\_\_\_ Level: \_\_\_\_\_ Tutor will pick up the certificate at: \_\_\_\_\_
- Check here if you'd like to talk with staff about any challenges or if your match is ending.

**Please return this form by the 5<sup>th</sup> of the following month to:** PSC, 1750 Oak Park Blvd., Pleasant Hill, CA 94523. You may also send it via interlibrary mail to PSC Pleasant Hill, email (psc@ccclib.org), fax 925.646.6461, or call 925-927-3250. Form available at [http://ccclib.org/psc/useful\\_links.html](http://ccclib.org/psc/useful_links.html)