

## Hello and welcome to Reading Buddies at Homer A. Plessy Community School!

*This program teams up one volunteer with one or two students from Kindergarten - 2<sup>nd</sup> grade to support the children's developing reading abilities. By spending one-on-one time exploring books and learning good reading habits, students will develop a love for reading, which is the foundation for educational success.*

Plessy's partnership with Early Learning Focus gives us access to books and accompanying material in "green bags" which will be available for the volunteers.

There are two volunteer options:

**8-8:45** Reading with 1 or 2 children using the green bags to build a love of reading.

**8:45-10:15** Support with the independent reading center during literacy block. Volunteers will be available to read to children and support them with building strong reading habits (i.e. point with finger, sounding out words, etc.).

### Here's how to get started:

1. **Get a background check:** The attached form needs to be filled out at the Police Station on Tulane and Broad (address on form). The background checks are \$5.

2. **Complete a training session:** Each first Wednesday of the month at 7.45am, please contact [lisa.schlakman@gmail.com](mailto:lisa.schlakman@gmail.com).

3. **Sign up for your weekly session:** On SignUp Genius

**[goo.gl/TVhFUP](https://www.signupgenius.com/go/10-10-10-googl-TVhFUP)**

or contact Christina Kiel [christina.kiel@gmail.com](mailto:christina.kiel@gmail.com)

4. **Arrive and enjoy reading with your reading buddy!**

Thank you so much for volunteering at Homer A. Plessy Community School. We appreciate you!

NEW ORLEANS POLICE DEPARTMENT  
RECORDS AND IDENTIFICATION DIVISION  
715 S. BROAD AVENUE  
NEW ORLEANS, LA 70119

REQUEST FOR  
CRIMINAL HISTORY /BACKGROUND CHECK  
INFORMATION

The applicant listed below has applied to this company for consideration of a service provided by the company. As part of our policy, we are requesting a check of your arrest records to determine if the applicant has ever been convicted of any state or municipal violation in your jurisdiction.

The applicant has been made aware of our policy and by his signature, is personally agreeable to release the requested information. All information will be held in strict confidence between the company and the applicant. A self address stamped envelope is enclosed for return mailing.

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME OF COMPANY OFFICIAL

\_\_\_\_\_  
SIGNATURE OF COMPANY OFFICIAL

APPLICANT INFORMATION

(PLEASE PRINT ALL INFORMATION EXCEPT SIGNATURE)

NAME \_\_\_\_\_ RACE \_\_\_\_\_ SEX \_\_\_\_\_

ADDRESS \_\_\_\_\_ STATE OF BIRTH \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

\_\_\_\_\_  
(APPLICANT'S SIGNATURE)

**MUST INCLUDE A COPY OF DRIVER'S LICENSE OR STATE IDENTIFICATION CARD.**

Make Check or Money Order IN THE AMOUNT OF \$5.00 and out to the NEW ORLEANS POLICE DEPARTMENT  
Mail to: NEW ORLEANS POLICE DEPARTMENT  
RECORDS DIVISION  
715 S. BROAD AVENUE  
NEW ORLEANS, LA 70119

BY THIS SIGNATURE, I AUTHORIZE THE RELEASE OF MY ARRST CONVICTION RECORD AND WAIVE SUCH LEGAL RIGHTS THAT MAY ARISE OUT OF THE RELEASE AND I DO RELEASE ALL PERSONS FROM LIABILITY IN CONNECTION WITH THE RELEASE OF THIS INFORMATION.

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POLICY PERMITS THE RELEASE OF ONLY THOSE CHARGES THAT HAVE RESULTED IN A CONVICTION. THE RESULTS OF THIS CHECK WERE COMPILED FROM INFORMATION OBTAINED ONLY IN OUR JURISDICTION.

DATE	OFFENSE	DISPOSITION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*\*\*IMPORTANT - THE DEPARTMENT OF POLICE CANNOT MAKE AN ACCURATE IDENTIFICATION BASED UPON NAME AND DATE OF BIRTH ONLY. ANY INFORMATION CONTAINED ON ANY NAME CHECK IS SUBJECT TO VERIFICATION BETWEEN THE REQUESTING PARTY AND THE APPLICANT. THE NEW ORLEANS POLICE DEPARTMENT ASSUMES NO RESPONSIBILITY FOR ANY ACTION RESULTING FROM THE INFORMATION FURNISHED.

IF THE IMPRINT OF THE SEAL IS NOT AFFIXED TO THIS FORM THROUGH THE NAME OF THE RECORD DIVISION CLERK, THIS FORM IS NOT VALID.

PAGE TWO ATTACHED \_\_\_\_\_  
DATE RECEIVED: \_\_\_\_\_

\_\_\_\_\_  
RECORD DIVISION CLERK