Hours Log Sheet

Applicant Name: Victoria Fegel-Osborne
School/Subject/Grade level: Creston School K - 8t

School/Subject/Grade level: Creston School; K - 8th

Supervisor at School Site: Angelica Cruz & Lisa Edwards

Community Based Organization: Supervisor at CBO:

. Date	Total Hrs.	Indicate how you spent your time. Planning, Teaching and Assessing, Conferring with Mentor Communicating with Parents, Professional Development, Volunteer Event	Location
08/28/2019	50+	Greet students & families at the start of every school day; sign in all	Creston School
44		late-arriving students; answer parent/student questions; assist in	4701 SE Bush St.
01/17/2020		substitute sign-in procedures; record student arrival	Portland, OR
,		times/attendance in online database; call teachers to remind about	,
		morning attendance deadlines; response to phone inquiries	
	-	regarding late/absent students; etc.	
08/28/2019	50+	Assist in the managing of the school's front office by responding to	Creston School
		the needs of school staff, students, & families throughout the day.	4701 SE Bush St.
01/17/2020		Sometimes includes providing supervision/intermittent behavioral	Portland, OR
		support for students struggling to remain in class and who have	
		been sent to the office.	
08/28/2019	20+	Carry out 1 – 1.5 hours of lunch duty per day in supervision of 2nd –	Creston School
*		8th graders during their regular lunch periods. Often also followed by	4701 SE Bush St.
01/17/2020		recess duty for 6th – 8th graders, which typically involves supervision	Portland, OR
	edition and the second	and support of student safety while outside & on the playground.	
08/28/2019	50+	Guide families through the registration & enrollment process with	Creston School
ser		careful consideration of deadlines, district requirements, and	4701 SE Bush St.
01/17/2020		potential service referrals for families.	Portland, OR
08/28/2019	50+	Supervise students during dismissal time; provide additional support	Creston School
4 ÷		if any are awaiting pick-up and no approved parent/guardian has	4701 SE Bush St.
01/17/2020		arrived; work to contact and coordinate with parents/guardians	Portland, OR
		regarding late pick-up; communicate with other admin if no	
:		parent/guardian can be reached.	
08/28/2019	20+	Communicate with other admin, teachers, and support staff	Creston School
496.		regarding student attendance concerns that may need additional	4701 SE Bush St.
01/17/2020		supports in order to ensure student access to education/services,	Portland, OR
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Forty hours at a K-12 public school and ten hours at a community-based organization within the past five years is expected. Please have this form signed by the volunteer coordinator or supervisor at the school or community organization and upload it with your Master in Teaching Program application.					

Signature and Date	id upload it with your Master	3-10-11	
Supervisor at public school:	0	Date	9/26/22
Supervisor at CBO:		Date:	
Applicant: <u>Litoria</u>	E. Fegel-Osborne	Date: 9/14/22	