

Learning Help Centers of Charlotte
Development of Vocabulary-Building Tools Internship Project
Date: February 26, 2018

Summary: Develop bilingual Vocabulary-Building Tools for use by *Learning Help Center of Charlotte* (LHCC) with elementary school students from primarily Spanish-speaking homes that will help them build the working vocabulary they need to become proficient readers. These tools could be used by students and their parents to assist both in increasing their vocabulary of English words, helping the students to be successful in school and the parents to assimilate into American society.

Background: Reading is fundamental to success in every academic field, from language arts to social studies to mathematics. Many students from homes where Spanish is the primary spoken language are lacking in essential vocabulary appropriate to their grade level. They often can sound out words but do not understand what the words mean. As a result, their reading comprehension is low. LHCC seeks to work alongside parents to help them participate in the education of their children.

Benefits: This project would benefit the students who participate in LHCC learning activities (during the school and summer enrichment programs) and their parents to develop essential vocabulary. It would strengthen the role of the parents in the education of their children. It would benefit the intern by providing a meaningful short-term experience with tangible results that would enhance their educational and career development.

Project Scope:

1. This would be an unpaid internship.
2. The intern would work primarily independently, but with the guidance and support of an appointed representative of LHCC.
3. An internship candidate should be pursuing studies in Education, English, and/or Spanish with sufficient English and Spanish language proficiency to accomplish the task.
4. An intern would focus on one grade level (1st through 5th). Multiple interns, if available, could be engaged to concurrently apply the project to each grade, and those interns could work collaboratively
5. The rights to reproduction, distribution, and other use of the work product of this project would be assigned to Learning Help Center of Charlotte.
6. Outline of Activities (Proposed):
 - a. Develop a list of 365 essential English vocabulary words for one elementary school grade (1st through 5th). Sources for these words could include prescribed Dolch and Fry lists, internet research, Read

Charlotte, meetings with parents, teachers and other educators, and other sources.

- b. For each of these words, provide English pronunciation, definition, and usage in example sentences suitable for display on a flash card or day-at-a-glance calendar.
 - c. Translate each component into Spanish to enable ESL parents work with their child on a daily basis one word at a time.
 - d. Prototype these flash cards with a sample of students and parents, as well as others interested parties, and make modifications
 - e. Produce prototype calendars and/or flash cards with one side in English and one side in Spanish.
7. Optional Additional Activities:
- a. Develop monthly tools for review and reinforcement such as synonym and antonym matching worksheets, word search, fill-in-the-blank sentence worksheets.
 - b. Investigate options for production of multiple sets of developed materials for distribution to LHCC clients.

Reports to: An appointed representative of LHCC, to establish planning, design and preparation activities. Oversight by the Executive Director

Duration: Part-time (remote) for 6-10 weeks, with some face-time with participants, for a total of approximately 80-100 hours

Skills requirements: English Language / Literacy students
Bilingual (English/Spanish)
Early childhood education (preferred, but not required)

Start and end date preferences: March/April to early June

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