



**Cornell University**  
**Cooperative Extension**  
**Chautauqua County**



Cornell Agricultural Outreach and Education

**2024 Agricultural Literacy Week Sign-Up**

**Return by: February 26th, 2024**

Please choose a date and time for a volunteer reader to come to your school. This year’s book and accompanying activities can be modified to meet the needs of students in grades UPK – 4th. Please return by: **Faxing Attn: Josie Allen at 716-664-6327, mailing to the address below, or scanning/filling in and emailing to [ja298@cornell.edu](mailto:ja298@cornell.edu)**. (this method is preferred, if possible, to help reduce transmission errors).

*A note about scheduling – If you are not allowing visitors in the schools Josie will be happy to drop off materials for all classrooms to be able to participate in the activities. Please feel free to contact us with any questions. We are happy to make any adjustments as needed and be as flexible as each school needs us to be.*

School: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

Date(s) requested (Any dates and times from **March 18<sup>th</sup> – March 22<sup>nd</sup>**)

DATE	TIME PERIOD (for example: 1pm-1:30pm)	CLASSROOM TEACHER NAME	GRADE LEVEL	# STUDENTS

**Your Local Coordinator is:**  
 Josie Allen  
 Cornell Cooperative Extension  
 JCC Carnahan Center  
 525 Falconer St. P.O. Box 525  
 Jamestown, NY 14702-0020  
 716-664-9502 ext. 216  
[ja298@cornell.edu](mailto:ja298@cornell.edu)

**Thank you! We look forward to another great year!**

**Key Information:**

1. The program takes about 45 minutes per classroom to complete on average, but can be adjusted to fit your needs.
2. Your school will receive a confirmation within 24 hours after this signup sheet is received. If you don’t receive anything from us, we haven’t gotten your form. Please contact me at the information listed to the left.
3. We will send another confirmation the week of March 11th with contact information for your volunteer reader so you’ll know who to expect at your school and verification of when they are scheduled to read.
4. All volunteer readers will sign a Code of Conduct form, receive training, and will be held accountable for their actions as a CCE representative.