



Summer Site Information for TeamMates Mentors

Any TeamMates match can meet at this site regardless of age or school attended.

Huntington Elementary School

Address: 2900 N. 46th St.

Site Supervisor: **Sarah McMaster**

Phone: 402-436-1144

Cell: 402-580-2171

Email: sarah.wolfe@lps.org

Dates: May 30 – August 8 Closed: July 4

Days/Times: Monday-Friday, 8:00 a.m. to 3:00 p.m.

Lunch: No lunch program for summer as of right now.

Procedure:

Advance notice of TM meetings is required. Contact site supervisor (contact information above) for the first meeting. Then use the "Next Appointment" column of the sign-in form or contact site supervisor as needed. The site maybe closed for a field trip on certain days. Ask before scheduling your next meeting.

Contact Sarah if you cannot come or to confirm an enrolled student is present.

You will need to use Door 1 to enter the building.

Mentor and mentee sign in and out for meetings with the office staff in the main office.

Both the mentor and the mentee need to write their phone numbers on the sign-in form at the first meeting.

Games/activities may be available at the site for use by matches. Ask the site supervisor.

Special information:

If your student/mentee is not enrolled in the summer program, please watch and be sure the student leaves the school property (walk, bike, etc.) after your meeting.

Mentees may NOT leave the CLC premises with their mentor or be transported by the mentor to any location, for any reason, without documentation and prior approval from the TeamMates Office.

If you want to have an "out of school" meeting with your mentee (allowed grades 6-12 only, matched at least 6 months), contact the TeamMates Office at 402-436-1990. Appropriate documentation, a third party over the age of 18 and parent permission is required in advance. Forms and instructions are on the lincolnteammates.org website.