

List of Suggested Responsibilities for Adult Educators teaching in a Family Literacy setting:

- Adult education instruction is based on needs, goals and interests of families rather than relying on packaged materials without tailoring them to meet different, individualized needs
- Adult education program recognizes adults play multiple roles and as a result values a wide variety of functional skills and academic goals (for example, reading to children, getting a driver's license, getting a job, obtaining a high school diploma or its equivalent)
- Staff are knowledgeable about the characteristics of the adult learner and knowledgeable about learners' cultures and languages
- Adult education staff take into consideration adult learners' short and long term goals into classroom instruction
- Academic content is taught within a functional context appropriate to the lives of adult learners and content is integrated with other program components such as parenting and early childhood education
- Materials are appropriate for the range of literacy levels, interests and goals of learners represented in the program
- Staff plan their own professional development collegially
- Staff participate in research based professional development which is specifically related to adult and family literacy
- Adult education staff maintain contact with parenting and early childhood staff and exchange relevant information
- Meet weekly with family literacy program staff to plan an integrated curriculum

Reference:

RMC Research Corporation. (2001, June). Guide to Quality: Even Start Family Literacy Program, Volume I (revised). Manuscript submitted for publication.

Copyright Notice for Printed Materials:

Copyright © Notice The materials are copyrighted © and trademarked ™ as the property of the Texas Education Agency (TEA) and may not be reproduced without the express written permission of TEA, except under the following conditions:

- 1) Texas public school districts, charter schools, and Education Service Centers may reproduce and use copies of the Materials and Related Materials for the districts' and schools' educational use without obtaining permission from TEA.
- 2) Residents of the state of Texas may reproduce and use copies of the Materials and Related Materials for individual personal use only without obtaining written permission of TEA.
- 3) Any portion reproduced must be reproduced in its entirety and remain unedited, unaltered and unchanged in any way.
- 4) No monetary charge can be made for the reproduced materials or any document containing them; however, a reasonable charge to cover only the cost of reproduction and distribution may be charged.

Private entities or persons located in Texas that are **not** Texas public school districts, Texas Education Service Centers, or Texas charter schools or any entity, whether public or private, educational or non-educational, located **outside the state of Texas** *MUST* obtain written approval from TEA and will be required to enter into a license agreement that may involve the payment of a licensing fee or a royalty.

For information contact: Office of Copyrights, Trademarks, License Agreements, and Royalties, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494; phone 512-463-9270 or 512-463-9437; email: copyrights@tea.state.tx.us.