



# VIRGINIA FAMILY LITERACY INSTITUTE

*United in Learning*

September 18-20, 2002

The Hotel Roanoke & Conference Center  
Roanoke, Virginia

**FAMILY LITERACY** is an intergenerational effort intended to enhance the educational opportunities of all family members.

**Family Literacy** can include

- Early childhood education
- Adult education
- Parent education
- Parent and child together time

### **Benefits Of Family Literacy**

- **Children** come to school ready to learn
- **Families** create an intergenerational legacy of learning that builds upon their strengths
- **Schools** foster student learning and parent involvement
- **Communities** benefit from a better-educated citizenry that is equipped for employment and educational achievement

The **VIRGINIA FAMILY LITERACY INSTITUTE** is an excellent opportunity to interact with colleagues and collaborate with partners about the opportunities and resources available for family literacy programs.

We hope you will join us!

### **TARGET AUDIENCE**

- Teachers
- Tutors
- Program Coordinators
- Family Literacy Providers
- Principals
- Assistant Principals
- Lead Teachers
- Administrators
- Curriculum Specialists
- Social Service Providers
- Community and Business Partners
- Child Care Providers
- Policymakers
- Parents
- Friends of literacy

### **CONTENT STRANDS**

- Early Childhood Education
- Adult Education and Literacy
- Program Management
- Parent and Child Together Time
- Parent Education for Improving SOL Test Scores
- Reading Instruction
- Community Involvement
- Collaborative Partnerships
- Professional Development
- Special Needs Populations
- Research-Based Best Practices
- Model Programs

### **Jointly Hosted by:**

The Office of Elementary Instructional Services *and*  
The Office of Adult Education and Literacy  
**Virginia Department of Education**



## STATEWIDE FAMILY LITERACY INITIATIVE

Project REACH – Resources to Support Education for Addults and Children – is Virginia's effort to build and enhance family literacy services provided locally across the

commonwealth by:

1. Creating an awareness among providers and recipients of the importance of comprehensive family literacy programming
2. Offering leadership to localities by developing a state-level family literacy center
3. Developing family literacy programs in local schools and communities
4. Developing parent skills to assist in learning and preparing for SOL assessment

# VIRGINIA FAMILY LITERACY INSTITUTE

## CONFERENCE AT A GLANCE

### Wednesday, September 18

2:30 p.m. – 6:00 p.m.

- Opening session
- Concurrent sessions or in-depth workshops

### Thursday, September 19

8:30 a.m. – 4:30 p.m.

- Morning Kickoff Meeting
- Concurrent workshop sessions in the morning and afternoon
- Lunch with Keynote Speaker
- Vendor exhibits throughout the day

### Friday, September 20

9:00 a.m. – 1:00 p.m.

- Concurrent sessions
- General Session and Lunch

### HOTEL INFORMATION

Participants must contact the hotel individually. In order to qualify for the discount rate, you must request the Family Literacy Institute room block.

The Hotel Roanoke & Conference Center  
110 Shenandoah Avenue, Roanoke, VA 24016  
Rate per night: \$59 single; \$79 double plus tax  
Toll Free Phone 1-866-594-4722  
Local Phone: 540-985-5900  
Deadline: August 19, 2002 for discount

### QUESTIONS?

Registration: Janice Huffman, VA Tech Continuing Education Office  
540-231-9982 --- E-mail: [janiceh@vt.edu](mailto:janiceh@vt.edu)

General Inquiries, Exhibitors, Sponsors, and Presenters:

Gwen H. Smith, Specialist for Literacy Project  
Office of Adult Education and Literacy  
Virginia Department of Education  
P.O. Box 2120  
Richmond, VA 23218-2120  
804-225-3997 --- E-mail: [gsmith1@mail.vak12ed.edu](mailto:gsmith1@mail.vak12ed.edu)



# VIRGINIA FAMILY LITERACY INSTITUTE REGISTRATION

*United in Learning*

September 18-20, 2002

The Hotel Roanoke & Conference Center  
Roanoke, Virginia

**Registration Deadline: August 30, 2002.** After this date, you may contact the conference registrar at 540-231-5182 to determine whether space is available. A late registration fee will apply after August 30, 2002.

**Special Needs:** If you require special accommodations at the Institute, please discuss your needs with Janice Huffman at 540-231-9982.

**Lodging:** Arrange your accommodations directly with the Hotel Roanoke (toll free at 1-866-597-4722 or 540-853-8285 locally). Ask for the Family Literacy Institute room block. Cutoff for discount rate: **August 19, 2002.**

**Submit this form by August 30 to:** Conference Registrar, Division of Continuing Education  
810 University City Boulevard., Suite D  
Virginia Tech, Mail Code 0272  
Blacksburg, VA 24061  
Phone: 540-231-5182  
Fax: 540-231-3306

**Please print or type. Complete a separate form for each participant.**

Name \_\_\_\_\_ Position/Title: \_\_\_\_\_  
Employer/ Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_ Employer's FID# \_\_\_\_\_  
Work Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Home Phone \_\_\_\_\_ E-mail \_\_\_\_\_

\_\_\_ Check here if you prefer vegetarian meals

**Registration Fee:**

- \$15 Individual
- \$25 Group – Send up to five people from the same program and receive a special rate. All registrations must be sent together.
- Late fee after August 30, 2002 (call the registrar for space availability) - \$5.00 individual or \$15.00 group.

**Method of payment:**

- Check enclosed  
Make payable to Treasurer, Virginia Tech CE
  - Credit card: \_\_\_ Master Card \_\_\_ VISA \_\_\_ AMEX
- Cardholder Name: \_\_\_\_\_  
Card # \_\_\_\_\_ Exp \_\_\_\_\_  
Signature \_\_\_\_\_



## CALL FOR PRESENTERS

### VIRGINIA FAMILY LITERACY INSTITUTE

September 18-20, 2002

Hotel Roanoke & Conference Center

**Application Deadline:** July 12, 2002. Notification of acceptance will occur by August 15, 2002.

**Topics:** Presentations should address the theme, *United in Learning*, and emphasize one or more of the following content strands:

- Early Childhood Education
- Adult Education and Literacy
- Parent and Child Together Time
- Parent Education
- Reading Instruction
- Program Management
- Curriculum Development
- Community Involvement
- Collaborative Partnerships
- Professional Development
- Special Needs Populations
- Research-Based Best Practices
- Model Programs
- Use of Technology
- Assessment Practices
- Accountability and Program Improvement

**Format:** Presentations may be 60 or 120 minutes long and should include opportunities for participants to engage in activities or discussion related to the issues being presented. Presenters may choose their room set-up preference, though this may need to be adjusted due to conference space limitations.

**Target Audience:** Please identify one or more audience targets so that we might provide a balance of sessions for those attending. Conference participants will include early childhood, Head Start, elementary, and adult educators; principals, program coordinators, and other administrative personnel; parents; business partners; social service representatives; and members of our community.

**Description:** Please provide a 30 - 60 word description of your session. If your proposal is selected, this description will be included in the conference program. Make your description appealing while simultaneously giving readers a clear understanding of your presentation's focus. This description may be edited in order to fit the format of the conference program.

**Expenses:** Conference registration is free for a maximum of two presenters per session (presenters must register on their own for the institute). Presenters must cover all travel and lodging expenses, as well as provide handouts.

**Questions:** If you have questions regarding possible session topics, the conference strands or theme, or the submission of proposals for presentation, please contact Gwen H. Smith, specialist for literacy project, by phone at 804-225-3997 or e-mail (<mailto:gsmith1@mail.vak12ed.edu>).



# PRESENTATION APPLICATION

VIRGINIA FAMILY LITERACY INSTITUTE

September 18-20, 2002 ? Hotel Roanoke & Conference Center

## Presenter Information

Name:	Title:
Employer/Organization:	
Summer Address:	
Summer phone #	E-mail:

Name:	Title:
Employer/Organization:	
Summer Address:	
Summer phone #	E-mail:

**Title of Presentation:** \_\_\_\_\_

**Content Strand(s) Addressed:** \_\_\_\_\_

**Target Audience:** \_\_\_\_\_

### Type of Format:

- 1-hour concurrent session
- 2-hour workshop

### Room Set-Up Preference:

- Theater style (rows of chairs)
- Banquet style (round tables)

**Audio-Visual Equipment Needed:** (please check only those that apply; computer must be provided by presenter)

Screen       Overhead Projector       VCR/Monitor       SVGA Projector (for Power Point)  
 Easel       Flip chart/markers       Slide projector       Other \_\_\_\_\_

**Description to appear in the program:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Please return completed presentation application to:**

Gwen H. Smith, Specialist for Literacy Projects

Office of Adult Education and Literacy, Virginia Department of Education

P.O. Box 2120, Richmond, VA 23218-2120

Telephone: 804-225-3997

Fax: 804-225-3352

E-mail: [gsmith1@mail.vak12ed.edu](mailto:gsmith1@mail.vak12ed.edu)