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# NORTH CAROLINA DEPARTMENT OF CORRECTION

## DIVISION OF PRISONS EDUCATIONAL SERVICES BULLETIN

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*Theodis Beck, Correction Secretary*  
*Boyd Bennett, Prisons Director*  
*Keith Hester, Program Services Chief*

*Volume 3, Issue 3*  
*May 2001*  
*Anne Tew, Acting Director of Education*

### DOP DIRECTOR ISSUES DIRECTIVE ON CASE MANAGEMENT, SOCIAL SECURITY AND INMATE ID CARDS FOR SUPPORTING TRANSITION SERVICES

On April 27, 2001, Boyd Bennett, Director of Prisons, issued a memorandum on "Case Management - Transition Services" to all Wardens, Superintendents, and Assistant Superintendents for Programs in which he reaffirms the Division's commitment to the basic functions of Case Management for all inmates, including "preparing them to re-enter society," and in which he announces the adoption of three new procedures that support transition services. Each of these procedures, briefly described below, has been field-tested as part of the **JobStart** pilot project currently being conducted at four institutions.

- **Case Management Quick Reference Checklist:** Designed by David Karasow, DOP Administrator for Case Management, this checklist provides a timeline of critical tasks to be used by Case Managers in counseling inmates on their preparations for re-entering society and for securing employment.
- **Replacement Social Security Card Form:** Developed in collaboration with Social Security (SS) Administration, this special cover sheet is to be completed by Case Managers and submitted with the standard SS replacement card application form. Receipt of the card ensures that the inmate has one of the documents required for employment, which should be filed in an envelope or folder marked "transition forms" and placed in the inmate's jacket, along with other personal documents and certificates needed upon release.
- **DOP Inmate ID Card:** All new admissions to the prison system are required to have a new photograph made within 36 hours. This ID card, by agreement with the Department of Motor Vehicles, may be used at the time of release to satisfy one of the requirements for two forms of personal identification to receive either a driver's license or official ID card--one of which, with the Social Security card, is commonly used for completing employment papers.

Mr. Bennett's announcement concludes by stating that Case Managers should assure that "upon release all inmates have two forms of personal identification." He also states that other ways in which Case Management can be used to give inmates the opportunity to change are being considered, including modifications to OPUS that reflect the concept of "transition" in the assessment and planning process and that would simplify requirements for case managers.

Further information about the new procedures, which are to be implemented by June 1, may be received from David Karasow at (919) 733-3226, ext. 351.

### QUESTIONS ABOUT INMATE EDUCATION FOLDERS

Nancy Boykin in DOP Educational Services should be contacted concerning the maintenance and submission of inmate education (blue) folders via Groupwise at [bnf02@doc.state.nc.us](mailto:bnf02@doc.state.nc.us) or (919) 733-3226, ext. 104.

### DR. DAHIYA RECOGNIZED FOR 30 YEARS OF PROFESSIONAL SERVICE TO DIVISION OF PRISONS

During the recent Employee Appreciation Week, Dr. Swarn Dahiya, DOP Coordinator of Curriculum and Licensure, received her 30-year certificate award from DOC Secretary Theodis Beck. Dr. Dahiya began her career with the Department as Assistant Director of Education in 1971, following completion of her doctorate in educational administration at North Carolina State University, prior to which she had earned a master's degree in guidance and counseling from NCSU. Starting in 1975 for six years, she served as Education and Training Director at NC Correctional Institution for Women; then, in 1981, she assumed her current position in Educational Services. Of her many accomplishments over the years, Dr. Dahiya is particularly proud of having represented DOC on the Cooperative Planning Consortium of Special Education Programs for 15-plus years and for which she was recognized for her contributions. Before coming to the United States from India, where she earned B.A. and master's degrees, Dr. Dahiya worked in the field of teacher training. Concerning her 30-year milestone, she said she has enjoyed the challenges of working in correctional education and looks forward to making further contributions to DOC.

### NEW CORRECTIONS EDUCATION COORDINATOR AT NC COMMUNITY COLLEGE SYSTEMS OFFICE

Ray Harrington is the new coordinator of corrections education and criminal justice programs for the NC Community College System, replacing Sharon Thompson who now serves as programs auditor for NCCCS in the southeastern region of the state, with special responsibilities throughout the system for correctional education audits. Mr. Harrington is a 27-year veteran of the criminal justice system, having served as a municipal law enforcement officer, instructor at the Justice Academy in North and South Carolina, and as consultant for the Southeastern Center for Police Law. He also served as chair of a community college criminal justice program and, most recently, as curriculum/accreditation manager for the Criminal Justice Standards Division of the NC Department of Justice. A graduate of Guilford College (B.A.S., Criminal Justice) and NC State University (M.Ed., Adult and Community College Education), Mr. Harrington will work closely with DOP's Educational Services staff in coordinating interagency planning and implementation between NCCCS and DOP. He also looks forward to visiting institutions where community colleges are conducting inmate education.

### TRADE JOBS BECKON SKILLED EX-OFFENDERS

A May 13 front-page story in the Raleigh News & Observer indicates jobs for ex-inmates are favorable in such trades as auto mechanics, electricians, HVAC installers, vehicle operators, maintenance, plumbing and construction skills.

## GRADUATION HIGHLIGHTS

- Fountain Correctional Institution for Women: FCCW and Edgecombe Community College held their 2001 spring graduation on March 23. Certificates were awarded to graduates of the following programs: GED (43), Office Systems Technology (7), Horticulture (19) and Home Companion Aide (46). Participating in the ceremony were Chaplain Mike Dew, Superintendent Jimmy Horton, and Anne Tew, Acting Director of Education for DOP, who delivered the commencement remarks.
- NC Correctional Institution for Women: Annie Harvey, Warden of NCCI for Women in Raleigh, was the guest speaker for the graduation ceremonies conducted April 6 in the facility's auditorium. In her remarks, Ms. Harvey exhorted the graduates to remember to thank those who have helped them in their education and personal development, recognizing that there are many persons in everyone's life who have assisted each of us along the way: parents, siblings, teachers, and ministers; and that the graduates should now do for others in the same manner, especially for those children who look up to them as examples. Ms. Harvey also recognized the teamwork and contributions of the many partners who contribute to the success of NCCIW's education program, including its three community college partners: Durham Tech, Johnston CC, and Wake Technical Community College.
- Johnston Correctional Institution: On April 25, JCI and Johnston Community College held graduation exercises for the vocational programs conducted at the unit by JCC. Anne Tew, Acting Director of Education for DOP, was the guest speaker. Special recognition was also given to the 24 students who earned a grade of A in all of their courses during the spring term.
- Albemarle Correctional Institution: On May 11, ACI and Stanly Community College held the third graduation ceremony conducted at the facility since its opening in the fall of 1999. Graduates received certificates in ten program areas, including GED, English as a Second Language, Computer Engineering Technology, Information Systems, Electrical/Electronics and the F.A.T.H.E.R. program. James Moss, ACI Educational Services Coordinator, who is retiring in August, was recognized for his contributions to the startup of programming at the facility, while Stanly CC Instructors William Lefevers and Gary Rivenbark were presented with certificates of appreciation by their students. Arthur Clark of DOP Educational Services was the speaker.

## CONTINUOUS IMPROVEMENT MONITORING SYSTEM (CIMS) REQUIRED OF ESP PROGRAM BY DPI

Rose True, Exceptional Students Program (ESP) Coordinator for the Division of Prisons, has notified the six institutions conducting ESP programming that they have been selected by the NC Department of Public Instruction to undergo DPI's Continuous Improvement Monitoring System (CIMS) to ensure that the ESP services being provided to qualifying students at these facilities are in compliance with applicable state and federal laws, rules and regulations. CIMS is a five-cycle process consisting of self-assessment; validation data collection; continuous improvement plan development, implementation and verification; and continuous self-directed improvement. The process will begin in the

2001-2002 school year with the self-assessment phase. An initial meeting of three-member sub-committees from each of the ESP sites was held May 17 in Raleigh to begin the process for complying with CIMS requirements. The institutions offering ESP services are: Foothills Correctional Institution, Morrison Youth Institution, NC Correctional Institution for Women, Polk Youth Institution, Sandhills Youth Center, and Western Youth Institution.

## RALEIGH CORRECTIONAL CENTER FOR WOMEN BEGINS JOB-START AT LOCAL CHURCH

**JobStart**, the prison-to-work transition program previously implemented at four other pilot sites, was initiated May 3 by Raleigh Correctional Center for Women, in partnership with Wake Technical Community College, in space provided in downtown Raleigh by the First Presbyterian Church. RCCW is the first of the pilot sites to operate the program on a full-time basis over an intensive one-month period. The goal of **JobStart** is to prepare inmates due for release to secure employment as close to the time of release as possible. The other pilot sites are Morrison Youth Institution, Polk Youth Institution, Sandhills Youth Center, and Western Youth Institution. Further information about RCCW's implementation of **JobStart** may be received from Superintendent Cynthia Bostic.

## "LEAVES OF MAGNOLIA" PERFORMED AGAIN AT BROWN CREEK CORRECTIONAL INSTITUTION

On May 11, at Brown Creek CI in Anson County, inmates presented another performance of "Leaves of Magnolia," an autobiographical play written by inmates and their instructors and produced in conjunction with South Piedmont Community College and the Southern Oral History Program at UNC-Chapel Hill. One of the purposes of this type of play, according to Joe Madaras, on-site administrator for SPCC, is to inform youngsters about the mistakes offenders made that led to incarceration. Attending this performance, the third presented at the unit for an outside audience over the past two years, were six middle school students from Durham, who were especially invited to attend by Alicia Ruverol, folklorist associated with the UNC-CH program. For further details on the May 11 performance, see the May 12 edition of the Raleigh News & Observer, page 3B.

## JOB & INFORMATION FAIRS HELD AT TWO JOB-START PILOT SITES

Morrison Youth Institution and Sandhills Youth Center, both of which are pilot sites for **JobStart**, a prison-to-work transition project, recently held job/information fairs at their respective institutions involving representatives from various agencies and businesses, including JobLink Centers, Employment Security Commissions, Community Corrections, military recruiters, fire departments, community colleges and other resources that inmates due for release may have the need to access upon re-entry. Further details may be received from the assistant superintendents for programs at the two institutions: J.P. Smith at Sandhills YC and Greg Parsons at Morrison Youth Institution.

**NOTE:** Submit news items for the next bulletin by June 30.

