



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

April 14, 2005

MEMORANDUM:

TO: Basic Skills Directors

FROM: Sillar G. Smith, NCCCS Compensatory Education Program and Special Populations Coordinator

SUBJECT: *Regional Training for Basic Skills Staff Working in Correctional Facilities and Jails/Detention Centers*

In November 2004 a taskforce for Basic Skills staff working in correctional facilities and jails/detention centers was convened to identify staff needs of this population. The greatest need identified was training. To address the need, trainers from the North Carolina Division of Prisons along with Basic Skill correctional education trainers will conduct training sessions in three regions. The three regional training sessions for Basic Skill staff in correctional facilities and jails/detentions centers will be provided at no cost; however, you must complete the enclosed registration form to indicate how many participants from your program will be attending and at which location. The same training will be repeated at each regional location.

Space for the training is limited to 65 participants per training location. Space will be available to all on a "first come" basis.

The regional training dates and locations for Basic Skill staff in correctional facilities and jails/detention centers are:

Friday, May 6, 2005

Davidson County Community College
Reich Building Auditorium, Room 100
297 DCCC Road
Lexington, NC

Registration due date May 2, 2005

Friday, May 20, 2005

Western Piedmont Community College – East Campus
New Continuing Education Building, Room 220
200 East College Drive
Morganton, NC 28655

Registration due date May 2, 2005

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Friday, June 3, 2005

Fayetteville Technical Community College
Continuing Education Center Auditorium, Room 118
2201 Hull Road
Fayetteville, NC 28303

Registration due date May 23, 2005

Please note that there are two deadline dates for returning registration forms. Due to limited seating space there will be no on site registration at any of the locations.

Enclosed you will find an agenda and information regarding lodging. Maps to the training locations can be found on the individual college web page. Links to these web pages can be found at NCCCS website: www.ncccs.cc.nc.us.

If you have any questions about registration for the training sites, contact Dara Mills at (919) 807-7142 or me at (919) 807-7134.

Enclosure: 3

cc: Presidents
Senior Continuing Education Administrators

CC05-078
E-mail Copies

Basic Skills Staff Working in Correctional Facilities and
Jails/Detention Centers

Regional Training Sessions
May 6, 20, and June 3, 2005

AGENDA

9:30 – 10:00 a.m.	Check-in
10:00 – 10:15 a.m.	Opening/Welcome Ms. Sillar Smith
10:15 – 11:30 a.m.	General Session: Gangs & Signs Lt. Johnny Hawkins
11:30 a.m. – 1:00 p.m.	Lunch (on your own)
1:00 – 2:15 p.m.	<u>Concurrent Sessions:</u> 1. Teaching Reading Ms. Lawanna Johnson 2. Undue Familiarity 3. Retaining, and Motivating ABE/GED Students in Correctional Settings Mr. Ron Clark and Mr. Pete Pearson
2:15 – 2:30 p.m.	Break
2:30 – 3:45 p.m.	<u>Concurrent Sessions Repeated</u> 1. Teaching Reading Ms. Lawanna Johnson 2. Undue Familiarity 3. Retaining, and Motivating ABE/GED Students in Correctional Settings Mr. Ron Clark and Mr. Pete Pearson
3:45 – 4:00 p.m.	Closing Remark

Special Note: The trainers for the sessions on Undue Familiarity are:

May 6, 20005	Mr. Tyrone Brown
May 20, 2005	Mr. Dan Wheeler
June 3, 2005	Ms. Deanna Young

REGISTRATION FORM

Basic Skills Staff Working in Correctional Facilities and
Jails/Detention Centers

Regional Training Sessions
May 6, 20, and June 3, 2005

NO REGISTRATION FEE REQUIRED

*Please indicate with a check mark the training location you will be attending. The two
deadline dates for returning registration forms differ according to the training location.*

Return Registration Form by May 2, 2005

Davidson County Community College (May 6, 2005)
 Western Piedmont Community College (May 20, 2005)

Return Registration Form by May 23, 2005

Fayetteville Technical Community College (June 3, 2005)

Names of Participants (please print as you wish it to appear on nametag)

Name of College: _____

Participants: _____

Return registration form to:

Dara Mills
North Carolina Community College System
Caswell Building
5016 Mail Service Center
Raleigh, NC 27699-5016
Telephone: (919) 807-7142
Fax: (919) 807-7164

Lodging

May 6, 2005

Comfort Suites (336) 357-2333
Lexington, NC

May 20, 2005

Comfort Inns & Suites (828) 430-4000
Hwy 64 at I-40 Exit 103

Days Inn (828) 433-0011
Hwy 18 S at I-40, Exit 105

Hampton Inn (828) 432-2000
Hwy18 S at I-40, Exit 105

Holiday Inn of America (828) 437-0171
Hwy 18 S at I-40, Exit 105

Sleep Inn (828) 433-9000
Hwy 18 S at I-40, Exit 105

Super 8 (828) 430-8778
Hwy 64 at I-40, Exit 103

June 3, 2005

Comfort Inn (910) 867-1777

Fairfield Inn (910) 487-1400

Hampton Inn (910) 487-4006

Innkeeper Cross Creek (910) 867-7659

Wingate Inn (910) 1-800-228-1000

Directions

Western Piedmont Community College – East Campus
New Continuing Education Building
200 East College Drive
Morganton, NC 28655
828-438-6104

Traveling from the East going I-40 West:

Take exit 104, turn right on Enola Rd. Cross bridge over I-40.
Just past State Employees Credit Union, turn left onto Government Drive (road Sheriff's Office is on).
Turn right onto Ammons Drive.
Bear right onto E. College Drive.
New Continuing Ed. Building is second brick building on your left.

Traveling from the West going I-40 East:

Take exit 104, turn left on Enola Rd.
Just past State Employees Credit Union, turn left onto Government Drive (road Sheriff's Office is on).
Turn right onto Ammons Drive.
Bear right onto E. College Drive.
New Continuing Ed. Building is second brick building on your left.

From downtown Morganton:

Go south on Sterling Street.
Turn right on Old NC 18/Enola Road, beside Broughton Hospital.
Just before State Employees Credit Union, turn right onto Government Drive (road Sheriff's Office is on).
Turn right onto Ammons Drive.
Bear right onto E. College Drive.
New Continuing Ed. Building is second brick building on your left.