2010 Innovations Awards Application

Deadline: March 1, 2010

ID # (assigned by CSG): 10-S-15SC

Please provide the following information, adding space as necessary:

State: ___South Carolina___________________

Assign Program Category (applicant): ___Public Safety/Corrections - Corrections__ (Use list at end of application)

1. Program Name: Teacher Assistant Program

2. Administering Agency: South Carolina Department of Corrections/Palmetto Unified School District

3. Contact Person (Name and Title): Dr. Randy Reagan, Superintendent

4. Address: 4444 Broad River Rd., Columbia, SC 29221

5. Telephone Number: 803-896-1547

6. FAX Number: 803-896-1513

7. E-mail Address: Reagan.randy@doc.state.sc.us

8. Web site Address: http://www.doc.sc.gov/education/pusd.jsp

9. Please provide a two-sentence description of the program.

10. How long has this program been operational (month and year)? Note: the program must be between 9 months and 5 years old on March 1, 2010 to be considered: July 2009

11. Why was the program created? What problem[s] or issue[s] was it designed to address? Designed to reach more students who were without a GED or vocational certificate.
12. Describe the specific activities and operations of the program in chronological order.

**Minimum Educational Requirements**
Must have a verifiable high school diploma or GED with a tested TABE reading score of 10.0 and a math score of 9.5. Vocational teacher assistants must have the technical skills required by the vocational class. The GED or high school diploma is negotiable for vocational teacher assistants.

**Qualifications**
- have at least 6 months to serve on sentence
- be at least 6 months disciplinary free
- have effective interpersonal skills
- have the ability to communicate in a concise and effective manner
- have the ability to understand and precisely follow instructions
- have the ability to exercise confidentiality, discretion and tact

**Responsibilities/Job Duties**
Include but not limited to the following:
1. Assist in implementing the daily program under the direction of the classroom teacher to include clerical and instructional support (lesson plans).
2. Assist in planning and preparing the learning environment to include needed equipment, materials and supplies.
3. Help with general housekeeping tasks to maintain a neat and organized classroom
4. Treat students and staff with dignity and respect.
5. Other tasks as requested

A teaching assistant who completes a minimum of 720 hours will receive a Palmetto Unified School District certificate documenting the skill level of the outlined technical competencies.

13. Why is the program a new and creative approach or method? This concept was formalized and expanded in order to reach more inmates.

14. What were the program’s start-up costs? (Provide details about specific purchases for this program, staffing needs and other financial expenditures, as well as existing materials, technology and staff already in place.) Start up costs of identifying competencies for the teaching assistants were completed with existing staff members (approximately $43,861) for assessments. The cost for approximately 100 certificates at $20/per pack.

15. What are the program’s annual operational costs? Less than $100

16. How is the program funded? Existing budgets

17. Did this program require the passage of legislation, executive order or regulations? If YES, please indicate the citation number. No.

18. What equipment, technology and software are used to operate and administer this program? None.

19. To the best of your knowledge, did this program originate in your state? If YES, please indicate the innovator's name, present address, telephone number and e-mail address. Yes – Defined Minimum Program upon the inception of the school district 1981, this program has been modified from it's original intent to offset the impact of the certified teacher reduction in force made within the agency.
20. Are you aware of similar programs in other states? If YES, which ones and how does this program differ? No

21. Has the program been fully implemented? If NO, what actions remain to be taken? No – still placing certified teachers in all institutions, once in place, the certified teachers will be able to select the teacher assistants for their location.

22. Briefly evaluate (pro and con) the program’s effectiveness in addressing the defined problem[s] or issue[s]. Provide tangible examples. Pros: able to serve more student-inmates, inmate TAs get their skills documented on a credential. Cons: a concern some teachers have voiced have been that the TA will replace the certified teacher. Certain criminal convictions are barriers towards TA selection (according to institutional staff). Since the program expansion, not enough data has been provided to review tangible examples of further pros and cons.

23. How has the program grown and/or changed since its inception? We are incrementally adding TAs over time. However there are still institutions where we do not have a certified teacher in place and therefore lacking the support system for TAs.

24. What limitations or obstacles might other states expect to encounter if they attempt to adopt this program? Teacher perceptions of the TA role, teacher concerns that the TA will replace the certified teacher, certain criminal convictions are barriers towards TA selection (according to institutional staff).

CSG reserves the right to use or publish in other CSG products the information provided in this application. If your agency objects to this policy, please advise us in a separate attachment.
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Program Categories and Subcategories

Use these as guidelines to determine the appropriate Program Category for your state’s submission and list that program category on page one of this application. Choose only one.

### Infrastructure and Economic Development
- Business/Commerce
- Economic Development
- Transportation

### Government Operations and Technology
- Administration
- Elections
- Information Systems
- Public Information
- Revenue
- Telecommunications

### Health & Human Services
- Aging
- Children & Families
- Health Services
- Housing
- Human Services

### Human Resources/Education
- Education
- Labor
- Management
- Personnel
- Training and Development
- Workforce Development

### Natural Resources
- Agriculture
- Energy
- Environment
- Environmental Protection
- Natural Resources
- Parks & Recreation
- Water Resources

### Public Safety/Corrections
- Corrections
- Courts
- Criminal Justice
- Drugs
- Emergency Management
- Public Safety

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Save in .doc or rtf. Return completed application electronically to innovations@csg.org or mail to:

CSG Innovations Awards 2010
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Phone: 859.244.8105
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The Council of State Governments
E-mail: nvickers@csg.org

This application is also available at www.csg.org.