

MCEC

Minnesota Correctional Education Center

2012-2014 Master Academic Plan



Fulfilling Our Mission ♦ *To provide educational opportunities that advance academic achievement and successful community reentry.*



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Mission, Vision, and Values

MCEC | Minnesota Correctional Education Center

Mission

To provide educational opportunities that advance academic achievement and successful community reentry.

Vision

Our students will be recognized as valuable contributors to Minnesota's developing workforce.

Values

Academic Achievement *Student Success*

Collaboration *Leveraged Partner Resources*

Evidence-based Practices *Data-driven Decision Making*

Social and Civic Responsibility *Strength of Character*

Staff Excellence *Dedicated Professionals*

Workforce Development *Trained and Work-ready*

DOC | Minnesota Department of Corrections

Mission

To hold offenders accountable and offer opportunities for change while restoring justice for victims and contributing to a safer Minnesota.

Our staff will accomplish this by:

Fostering community partnerships

Optimizing best practices

Creating a respectful, diverse culture

Utilizing effective communication

Strategic and effective use of resources

Vision

FOCUS on reducing risk.



State Correctional Facilities



MAP KEY

- Adult Facility
- Juvenile and Adult Facility

CUSTODY LEVEL CLASSIFICATION

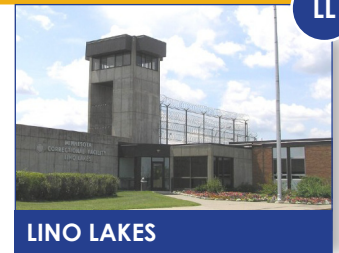
- | | |
|-----|---------------------------------|
| 1-2 | Minimum |
| 3 | Medium |
| 4 | Close |
| 5 | Maximum |
| CIP | Challenge Incarceration Program |



FRB

FARIBAULT

1101 Linden Lane
Faribault, MN 55021
(507) 334-0700
Adult Male, Level 3



LL

LINO LAKES

7525 Fourth Avenue
Lino Lakes, MN 55014
(651) 717-6100
Adult Male, Level 3



OPH

OAK PARK HEIGHTS

5329 Osgood Ave. N
Stillwater, MN 55082
(651) 779-1400
Adult Male, Level 5



RC

RUSH CITY

7600 525th Street
Rush City, MN 55082
(320) 358-0400
Adult Male, Level 4



SHK

SHAKOPEE

1010 West 6th Ave
Shakopee, MN 55379
(952) 496-4440
Adult Female, Levels 1-5



SCL

ST. CLOUD

2305 Minnesota Blvd. SE
St. Cloud, MN 56304
(320) 240-3000
Adult Male, Level 4/Intake



RW

RED WING

1079 Highway 292
Red Wing, MN 55066
(651) 276-3600
Juvenile Male
Adult Male, Level 1



TOGO

TOGO

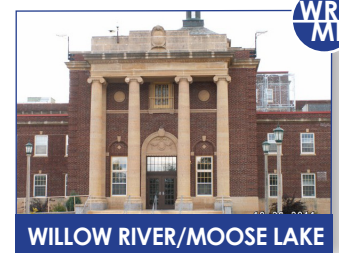
62741 County Rd. 551
Togo, MN 55723
(218) 376-4411
Juvenile Male/Female
Adult Female, CIP



STW

STILLWATER

970 Pickett Street
Bayport, MN 55003
(651) 779-2700
Adult Male, Level 4



WR ML

WILLOW RIVER/MOOSE LAKE

1000 Lake Shore Drive
Moose Lake, MN 55767
(218) 485-5000
Adult Male, Level 3
Adult Male, CIP

Adult Education Programming

General Education	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Adult Diploma Program	X	X	X	X	X	X	X	X	X
Art Program				X	X	X	X	X	
Cognitive Skills Classes	X		X			X	X		X
English Language Learners Services	X	X	X	X	X	X	X	X	
GED Diploma Testing	X	X	X	X	X	X	X	X	X
Library and Law Library	X	X	X	X	X	X	X	X	
Literacy/ABE Classes	X	X	X	X	X	X	X	X	X
Parenting and Family Skills Classes	X	X	X	X	X	X	X	X	X
Reading is Fundamental (RIF)	X	X	X	X	X	X	X	X	
Special Education Services	X	X	X	X	X	X	X	X	X
Title One Services						X			
Transition to Post-Secondary and Career	X	X	X	X	X	X	X	X	X
Liberal Arts and Sciences Degree Programs	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
AA Degree On-site Courses	X	X	X	X	X	X	X	X	
Post-Secondary Enrollment Options	X					X			
Post-Secondary Career Technical	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Barbering License Preparation			X			X			
Business Management	X								
Cabinetmaking	X							X	
Carpentry	X								
Computer Careers Application Specialist	X	X	X		X			X	
Computer Careers Support Specialist	X						X	X	
Computer Network Cabling		X							
Construction Careers Exploration						X			
Cosmetology License Preparation							X		
Drywall Installation	X								
Floor Covering	X								
Masonry						X			
Mechanical Design and Drafting	X								
Painting & Decorating					X				
Print Production			X						
Welding								X	



MCEC Career Clusters

Business and Administrative Services	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Business Management	x								
Office Support							x		
Construction	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Carpentry	x								
Cabinetmaking	x							x	
Drywall	x								
Floor Covering	x								
Painting and Decorating					x				
Masonry						x			
Human Services	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Barbering			x			x			
Cosmetology							x		
Information Technology	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Computer Careers Support Specialist	x							x	
Computer Careers Application Specialist	x	x	x		x			x	
Manufacturing	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
OnTrack Print Production			x						
Welding								x	
Scientific/Technical	FRB	LL	ML	OPH	RC	SCL	SHK	STW	WR
Computer Network Cabling		x							
Mechanical Design and Drafting	x								

“The rung of a ladder was never meant to rest upon, but only to hold a man’s foot long enough to enable him to put the other somewhat higher.”

— Thomas Huxley, British Scientist
(1825-1895)

*“You have a nice approach -
you answer all of our questions
and show us easier ways
to solve problems.*

*Besides being a nice person,
you are a great teacher.”*

— MCEC Student



DOC Education Program Major Goals

Goal 1

Literacy Deliver targeted, data-driven instruction designed to maximize academic achievement and prepare students for post-secondary education and the workplace.

Goal 2

Juvenile Education Maintain high quality educational programs that align with Minnesota Department of Education care and treatment standards and promote lifelong learning for all juveniles.

Goal 3

Post-Secondary and Career Prepare students for workplace and post-secondary success through career readiness preparation, career technical training, and post-secondary academic course work.

Goal 4

Workforce Development Educate and inform employers about trained and prepared ex-offenders as a solution to their workforce needs.



GOAL 1 Literacy

Deliver targeted, data-driven instruction designed to maximize academic achievement and prepare students for post-secondary education and the workplace.



OBJECTIVES

STRATEGIES

PERFORMANCE MEASURES

ABE curriculum is reviewed and revised based on student data and current ABE and correctional education best practices.

- Form curriculum review committees in one-year cycles.
- Align curriculum with appropriate research-based standards (e.g. NRS, TABE, GED, National Career Readiness Credential).
- Standardize scope and sequence for Intermediate ABE (Lit 2), Adult Secondary (Lit 3) and Transition to Post-Secondary and Career (TPSC).
- Provide training for staff, who teach in the reviewed ABE level, on implementation of the revised curriculum.

- Curriculum review committees formed and meeting at least quarterly.
- Number of completed curricula documents aligned with relevant standards.
- Number of completed curriculum packages that contain scope and sequence, text-book, and resource lists.
- Percentage of teachers who receive formal training on the curriculum connected to their teaching responsibilities.
- Percentage of increase in NRS functioning levels and goal attainment.

Instructional technology will be leveraged to optimize efficiency, and to tailor and expand teaching methodology to best meet student learning styles.

- Provide staff development for the implementation of educational software.
- Embed educational software lessons and objectives into curriculum and personal education plans.
- Increase the focus on Education/Information Technology (IT) partnerships.

- Percentage of staff who receive training and implement available and relevant educational software.
- Percentage of available SmartBoards, computers, and software curriculum being utilized.
- Percentage of students for whom educational software curriculum is a component of their personal education plan.

Computer literacy and career readiness skills will be embedded into every level of ABE. Students will leave the DOC prepared for post-secondary education and the workplace.

- Establish a committee to research and adopt a computer literacy curriculum, including scope and sequence, for ABE.
- Implement career readiness curriculum, and establish administration of the National Career Readiness Credential or equivalent.
- Implement a Transition to Post-Secondary and Career (TPSC) program designed to prepare offenders for post-secondary education.

- Percentage of ABE levels and individual ABE classes in which computer literacy curriculum has been embedded.
- Number of offender students who earn a National Career Readiness Credential or its equivalent.
- Number of offender students who successfully complete a TPSC program.

Students will acquire stackable credentials to increase their employability.

- Partner with MDE, ABE, MNSCU, DEED, and industry to expand FastTRAC opportunities for offender students.
- Implement WorkKeys[®] training.

- Number of students participating in FastTRAC model programming.
- Number of students who successfully complete FastTRAC programming.
- Percentage of students who start and successfully complete FastTRAC model programming.



GOAL 2 Juvenile Education

Maintain high quality educational programs that align with Minnesota Department of Education care and treatment standards and promote lifelong learning for all juveniles.



OBJECTIVES

STRATEGIES

PERFORMANCE MEASURES

Schedules are designed to maximize student learning.

- Review and adjust schedule as it relates to meeting student needs.
- Establish and implement a curriculum review cycle that meets students' academic needs while maximizing efficiency.

- Percentage of students whose schedules are based on their personal education plan.

Identify and implement evidence-based teaching strategies to enhance student learning.

- Utilize professional learning communities (PLC's) to reflect upon and shape instruction.
- Collect and review assessment data, and revise curriculum and instruction accordingly.

- Number of PLC's formed.
- Number of instructional best practices implemented.

High school credit is granted for non-traditional learning experiences based on graduation standards.

- Collaborate with facility and community providers to identify learning experiences that lead to high school credit.
- Align these credits with graduation standards, and incorporate into graduation plans.

- Number of learning experiences identified as credit-bearing.
- Number of credits earned in non-traditional learning experiences.

Instructional technology will be leveraged to optimize efficiency, and to tailor and expand teaching methodology to best meet student learning style needs.

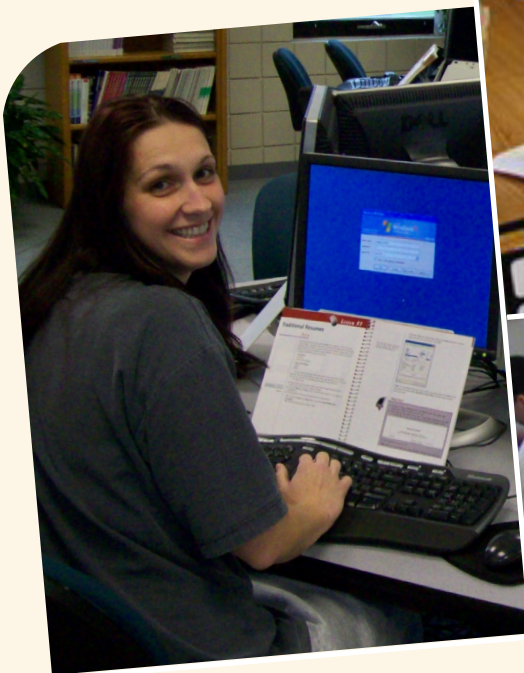
- Provide staff development for the implementation of educational software.
- Embed educational software lessons and objectives into curriculum and personal education plans.
- Increase the focus on Education/ Information Technology (IT) partnerships.

- Percentage of staff who receive training educational software.
- Percentage of staff who implement training educational software.
- Percentage of SmartBoards™, computers, and software programs utilized in curriculum delivery.
- Percentage of students for whom educational software is a component of their personal education plans.



GOAL 3 Post-Secondary and Career

Prepare students for workplace and post-secondary success through career readiness preparation, career technical training, and post-secondary academic course work.



OBJECTIVES

STRATEGIES

PERFORMANCE MEASURES

Expand soft skills and career readiness training to students participating in a career technical program.

- Upon acceptance into career technical programs, assess students to determine career readiness and soft skills needs.

- Percentage who complete career readiness and soft skills training while enrolled in a career technical program.
- Percentage who earn a National Career Readiness certificate.

Increase the number of post-secondary opportunities.

- Expand partnerships with institutions of higher learning.
- Utilize advisory committees to assist in the development and enhancement of short-term training programs.

- Increase in the number of students enrolled in liberal arts and sciences courses.
- Increase the number of active career cluster advisory committees.
- Number of career cluster advisory committee meetings.
- Number of short-term training programs implemented.

Ensure appropriate career technical program placement for eligible offenders.

- Administer a career assessment to eligible students at intake.
- Develop a career interest tracking system accessed on iShare.
- Program Review Team will include career interest in their recommendations.

- Number of students transferred to the appropriate facility based on identified career interest.
- Number of students who enroll in programs corresponding to their career interest.

Implement system-wide Transition to Post-Secondary and Career (TPSC) program in all adult facilities.

- Provide training on Accuplacer and on the TPSC curriculum.
- Implement and adopt TPSC common curriculum at all adult facilities.
- Utilize Accuplacer as the assessment tool at all adult facilities.

- Number of staff trained to administer Accuplacer.
- Number of staff trained to deliver the TPSC curriculum.
- Number of adult facilities using TPSC common curriculum.
- Percentage who achieve MCEC benchmark cut scores on Accuplacer assessments.



GOAL 4 Workforce Development

Educate and inform employers about trained and prepared ex-offenders as a solution to their workforce needs.



