



## Central Office

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### 2016-2017 ABE Narrative – Minnesota Department of Corrections

#### Section One: Program Overview

##### A. Consortium Overview

The Minnesota Department of Corrections (DOC) houses approximately 10,105 **adult** male and female “inmates.” 93% are held in our adult correctional facilities (prisons), and the remaining 7% reside in county jails, at our juvenile facility in Red Wing, or other non-DOC facilities. Incarcerated adults in the State of Minnesota are referred to as “offenders” in official DOC correspondence, including in this document.

Individual prisons are referred to as “correctional facilities” in the DOC and in this document. The term “facility” and “site” are used interchangeably when referencing them as individual locations within the DOC ABE Consortium. There are ten correctional facilities in the DOC, nine of which are adult facilities. Therefore, the DOC Consortium has nine ABE sites. **See Attachment 1A: DOC Map of Facility Locations.**

**Seven facilities/sites** contain only adult male offenders. Males transfer between facilities based on their “custody classification.” The **Shakopee facility** houses all of the adult *female* offenders. **Togo** (up north near Hibbing) holds approximately 60 adult males who qualify for the “Challenge Incarceration Program” (CIP), sort of a “boot camp.” The **Red Wing** facility has primarily juvenile offenders, but has a separate section for minimum custody adult male offenders, as well. Red Wing juvenile offenders are not included in our ABE data as they are under the state K-12 jurisdiction. And the adults at Red Wing are short term and not enrolled in ABE.

Educational opportunities for offenders are provided for in DOC Division Directive 204.040 (**Attachment 1B: DOC Division Directive 204.040**). There is education programming at each facility, with an education director (similar to a building principal) managing the programs and instruction provided by state of Minnesota licensed teachers. Adult Basic Education (ABE) is offered at every adult facility to its “captured” audience.

Note that facilities/sites are unable to welcome “walk-in” ABE students or GED test clients! 😊



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Each facility provides on-site online GED 2014 testing with authorized GED testing staff. Facility education departments also offer non-ABE education programming including post-secondary education (career-technical and/or academic classes leading to an AA degree), life skills courses such as parenting/family skills, and comprehensive library and law library resources and services.

The DOC was second highest among consortia in contact hours during the **2014-2015** ABE year with 912,951 and had 4,188 participants (163 of whom were ESL). The **2015-2016** data shows 4,212 participants and 925,496 contact hours as of May 27, 2016. The final totals may be revised.

This narrative uses examples from various sites to demonstrate processes for the entire consortium. Although details may vary slightly from facility to facility, the major processes are consistent throughout the nine sites within the DOC Consortium.

### **1.1 What area does the consortium cover?**

The Minnesota Department of Corrections (DOC), as mentioned above, has facilities/sites located throughout Minnesota. The facilities/sites are: Faribault, Lino Lakes, Oak Park Heights, Rush City, Saint Cloud, Shakopee, Stillwater, Togo and Willow River/Moose Lake. **(As noted above, refer to Attachment 1A: Map of DOC Facility Locations.)**

### **1.2 Current levels of staffing, full-time vs part-time paid and non-paid employees and volunteers for the program.**

We have an outstanding team of educators. Our ABE teachers hold current state of Minnesota teaching licenses. The DOC has 48 full time ABE teachers, one part time ABE teacher, and 19 substitute teachers who are part time. Support staff is made up of 24 full time teaching assistants and one part time teaching assistant who provide classroom support, and nine full time administrative assistants (non-classroom) who have responsibilities related to data entry and office support. There are ten full time education directors ("site managers" for ABE purposes) overseeing the nine sites. Faribault has two education directors. The education directors oversee the ABE program at their respective sites, and they also oversee the non-ABE education programming. Altogether there are 91 full time and 21 part time ABE staff in our consortium.



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### 1.3 ABE students the consortium typically serves, including culture, education goals, and other important factors.

We formally refer to the education organization within the Department of Corrections as the “Minnesota Correctional Education Center (MCEC).” Our 2016-2018 Master Academic Plan (MAP), developed every three years, provides the focus for achieving our agency and consortia mission and goals. The Department of Corrections’ overall mission is “To reduce recidivism by promoting offender change through proven strategies during safe and secure incarceration and effective community supervision.” Our MCEC mission is “To provide educational opportunities that advance academic achievement and successful community reentry.” Copies of our nationally-recognized (at least in correctional education circles!) 2016-2018 MAP are available to the public upon request.

Refer to **Attachment 3B.2: Master Academic Plan Goals** to view the MAP cover page and four goal pages in detail, including strategies and performance indicators for each goal.

The four MAP goals are:

1. Promote TPC (transition from prison to community) philosophy through targeted interventions;
2. Infuse technology to heighten learner outcomes;
3. Cultivate an environment that embraces MCEC values; and
4. Deliver best practices programming designed to optimize resources.

The MAP, with support from our community partners and DOC agency administration, helps the DOC Education unit achieve our MCEC *vision* that “Our students will be recognized as valuable contributors to Minnesota’s developing workforce.”

Offenders and potential students are introduced to education options during their initial incarceration “intake” (orientation) period, which occurs at the Saint Cloud facility for men and at the Shakopee facility for women. Refer to the above mentioned **Attachment 1C: DOC Education Flow Chart** to view the various education options available to offender students.