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Department of Correction

UMASS/AMHERST



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DOCUMENTS
SECTION

AUG 02 1994

University of Massachusetts
Department of

*Independence
through
Education*

*Division of Inmate Training and Education
program booklet 1994*

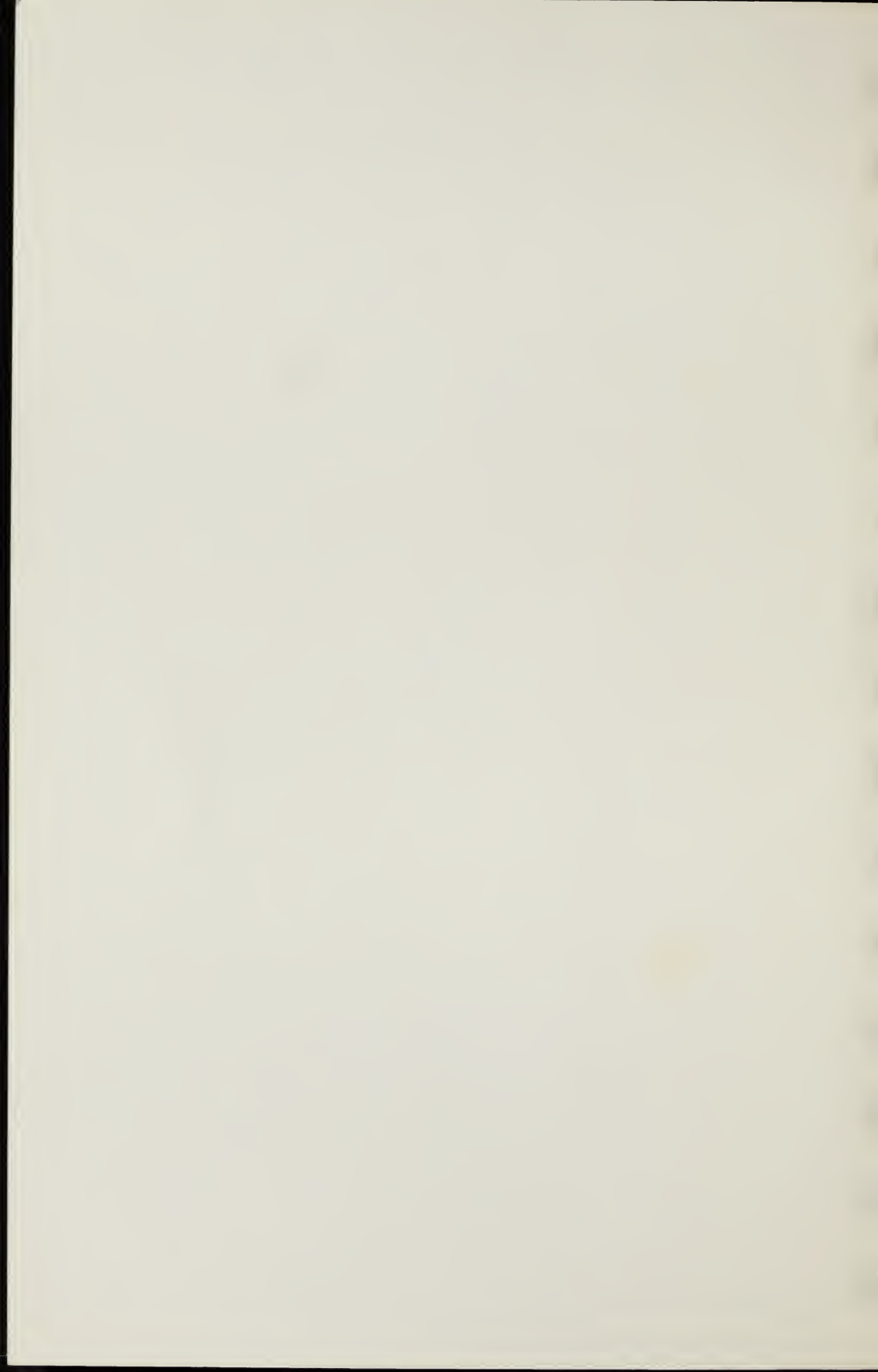


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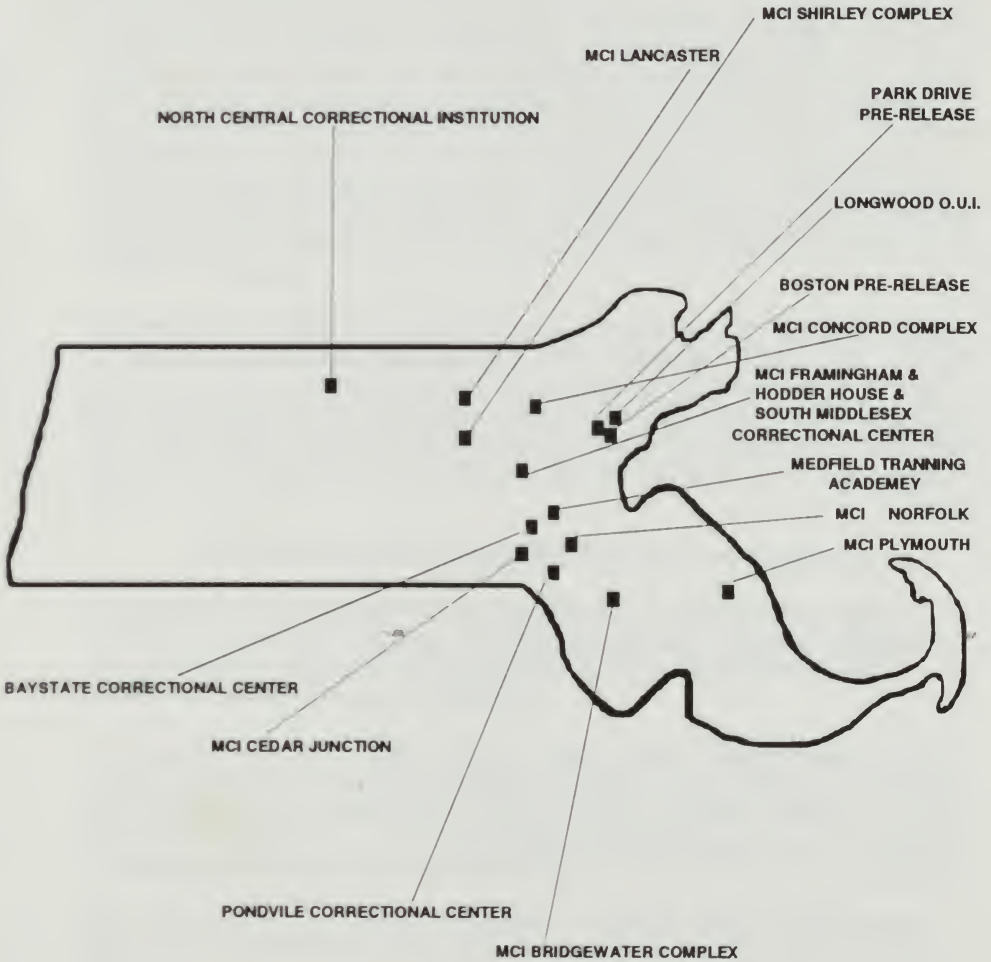
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I. Introduction

“The Commonwealth requires the education of the people as the safeguard of order and liberty”

(From the Facade of the Boston Public Library)





II. Program Mission

The goal and mission of the Division of Inmate Training and Education is to provide comprehensive academic and occupational (vocational training) programs and services that will assist incarcerated adults in becoming more productive citizens upon release. To this end, all programs focus on the needs of the individual to cope with and to make a positive contribution to an increasingly technological society. Emphasis is placed upon competency, development of basic literacy skills, the acquisition of marketable skills, and an appreciation of the work ethic. Thus, the Division upholds and expands the overall philosophy and mission of the Department of Correction by more broadly defining public safety from confinement and restraint to aiding adults to achieve economic independence upon their release and from a base population of 10,586 inmates. approximately 8,841 are eligible for education or occupational training programs. The remaining 1,745 inmates are ineligible for programs for a variety of reasons.

Educational services are provided at seventeen prison facilities by one hundred and seventeen full and part time teachers. Four area colleges and universities provide academic and degree programs at nine prison sites. Participation in education programs is voluntary. In the academic year 1992/1993, 555 inmates received their GED Diplomas, and 1,550 inmates participated in the college programs offered at various institutions.

The Division offers courses that fall into three categories:

Academic Education Programs - Comprehensive individualized programs oriented to basic skills training. General Education Development (GED), Pre-Ged, English as a Second Language (ESL), Literacy Development, Life Skills, and Special Education programs.

Vocational Programs - Basic entry-level work skills. Welding, Business Education, Culinary Arts, Desktop Publishing, Manicuring, Women in the Building Trades, Power Technology, Building Skills, Barber Program, HVAC (Heating, Ventilation, Air Conditioning, and Refridgeration), Automotive Technology, Drafting, Computer Technology, Machine Shop, and Auto Shop.

Post Secondary and College Programs - Courses offered by local colleges and universities at nine prison sites funded by the Federal Pell Grant program.

*Massosoit Community College
Mount Wachusett Community College
Boston University
University of Massachusetts in Boston
University of Massachusetts in Amherst*

Federal Grants used for educational and occupational programs consist of:

Adult Basic Education.

Chapter 1 (Department of Correction facilities and County House of Correction Facilities)

Carl Perkins Vocational Act



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III Administration and Staff

The Division of Education is comprised of Central Office administrative and support personnel and Institutional School Staff.

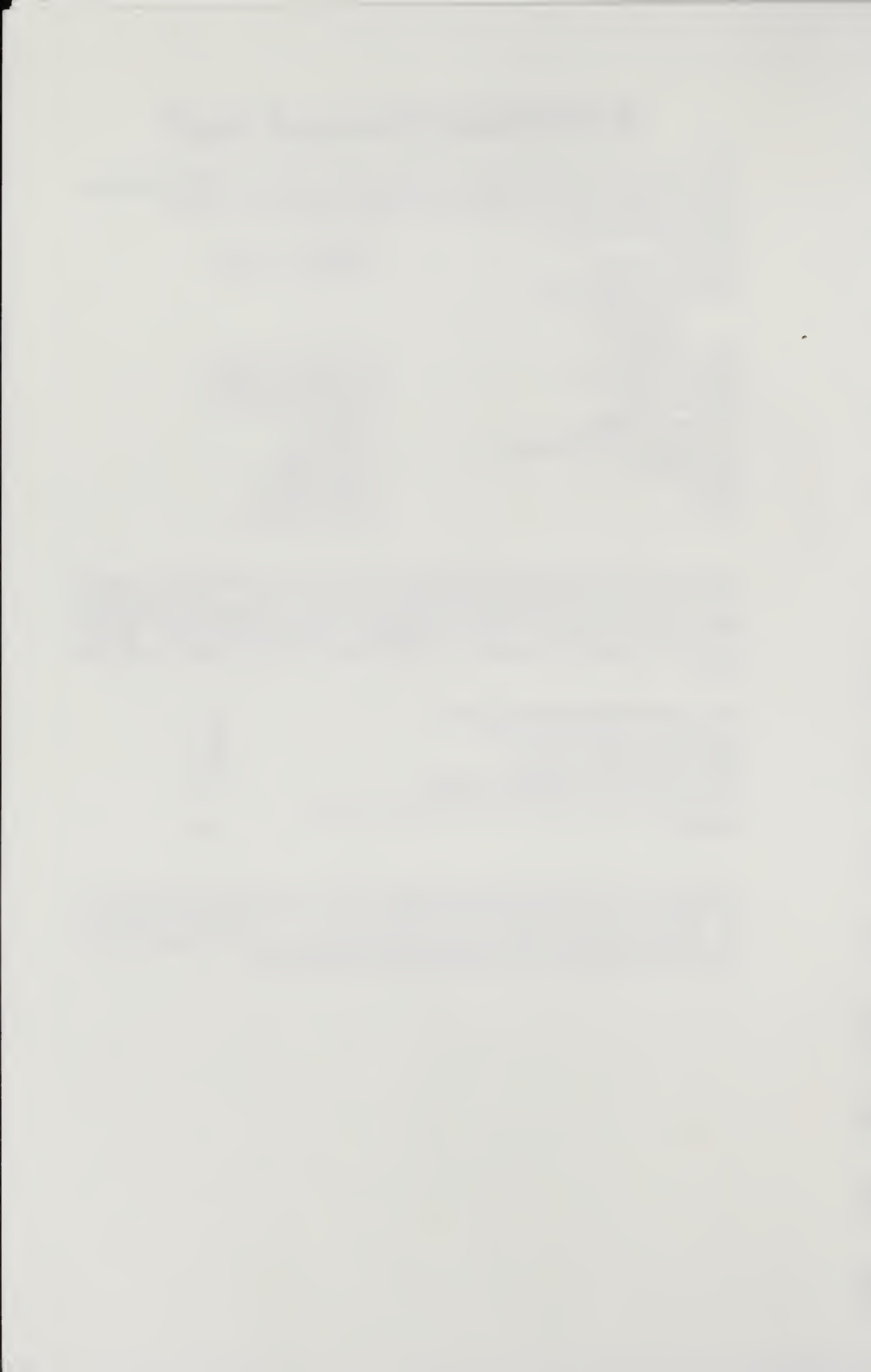
Central Office Staff

Director	Carolyn J. Vicari
Deputy Director	William S. Wood
Institution Personnel	
Principals	
Teachers	
Fiscal Officer	Pamela Anzivino
Director Chapter 1	Richard Trzaskos
Director ABE	Lawrence Pollard
Personnel Officer	Vacant
Administrative Assistant	Diane Rice
Data Entry	Cecile Ryan
Clerk	Debbie Kent
Clerk	Dianne Wilson

Academic and Vocational Teachers and Counselors meet the various educational and scheduling needs of inmates. Education instruction takes place in day or evening programs. College classes are offered during the day and evening. The following staff provide these services:

Principals of Institution Schools	7
Institution School Teachers	39
Educational Specialists	16
Full and Part time positions paid through contracts, ABE, and Chapter 1 grants	55
Vendors	17

Institutional school academic teachers and counselors are certified by the Massachusetts Department of Education. Vocational Instructors are either certified teachers or must possess at least six years of relevant trade experience and be pursuing certification.



IV. Academic and Vocational Program Description

The following is a list and description of the academic and vocational programs offered in the institutional schools through the Division of Inmate Training and Education.

Academic Programs

***ABE** - Adult Basic Education (Day or Night program) is designed for inmates whose performance is below the fifth grade level. Students are taught on a one on one basis or in a small group individualized setting. Emphasis is placed in the content areas of math, reading, and language arts with a built-in life skills component as an integral part of the ABE program.*

***ESL** - English as a Second Language is a language development program geared to the incarcerated adult of limited English proficiency. The main emphasis of this program is to provide non,- or limited English speakers with the fundamentals of understanding, speaking, reading and writing English, so they may be mainstreamed into existing academic classes taught exclusively in English. The three-level program is available to those students whose native language is not English*

***PRE-GED** - The Pre-Ged programs are designed to prepare intermediate level students for entrance into the GED program. The focus of instruction is on math, English, grammar, and usage, writing skills, and reading comprehension.*

***GED** - The GED programs are specifically geared toward preparing a student to successfully take his or her High School Equivalency Exam. The class focuses on math, writing skills, social studies, reading and science, as well as reading comprehension and study skills.*

***LITERACY** - Literacy Development is a program servicing developmentally- delayed adults who are at the stage of learning to read and write, and who are functioning at or below the 5th grade level. These individuals are perceived to have limited educational experience that prevents successful integration into an Adult Basic Education Program.*

***SPECIAL EDUCATION** - This program is designed to provide individual or small group instruction to all inmates under the age of 22 who have been diagnosed with learning or developmental disability. Individual testing is utilized to determine functional levels, strengths, weakness, and learning styles.*

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CHAPTER I - This program is designed to serve men or women age 21 and under in areas such as math, reading, social studies, and language arts. Each student works on an individualized basis and must be enrolled in another educational program. The Chapter One program operates under a Federal education grant.

COLLEGE - Provides eligible students with college courses leading toward an Associates and or Bachelor degree. Courses are offered through Mount Wachusett C.C., U. Mass,(Amherst and Boston) Boston University, Massasoit Community College.

SCHOOL COUNSELOR - Advises individuals about their enrollment options. They provide any testing required by the recommended program. Counselors are responsible to follow up or provide any additional assistance that students need in planning their educational programs, register students, and prepare educational folders.

Vocational Programs

AUTOBODY - The repair and painting of vehicles.

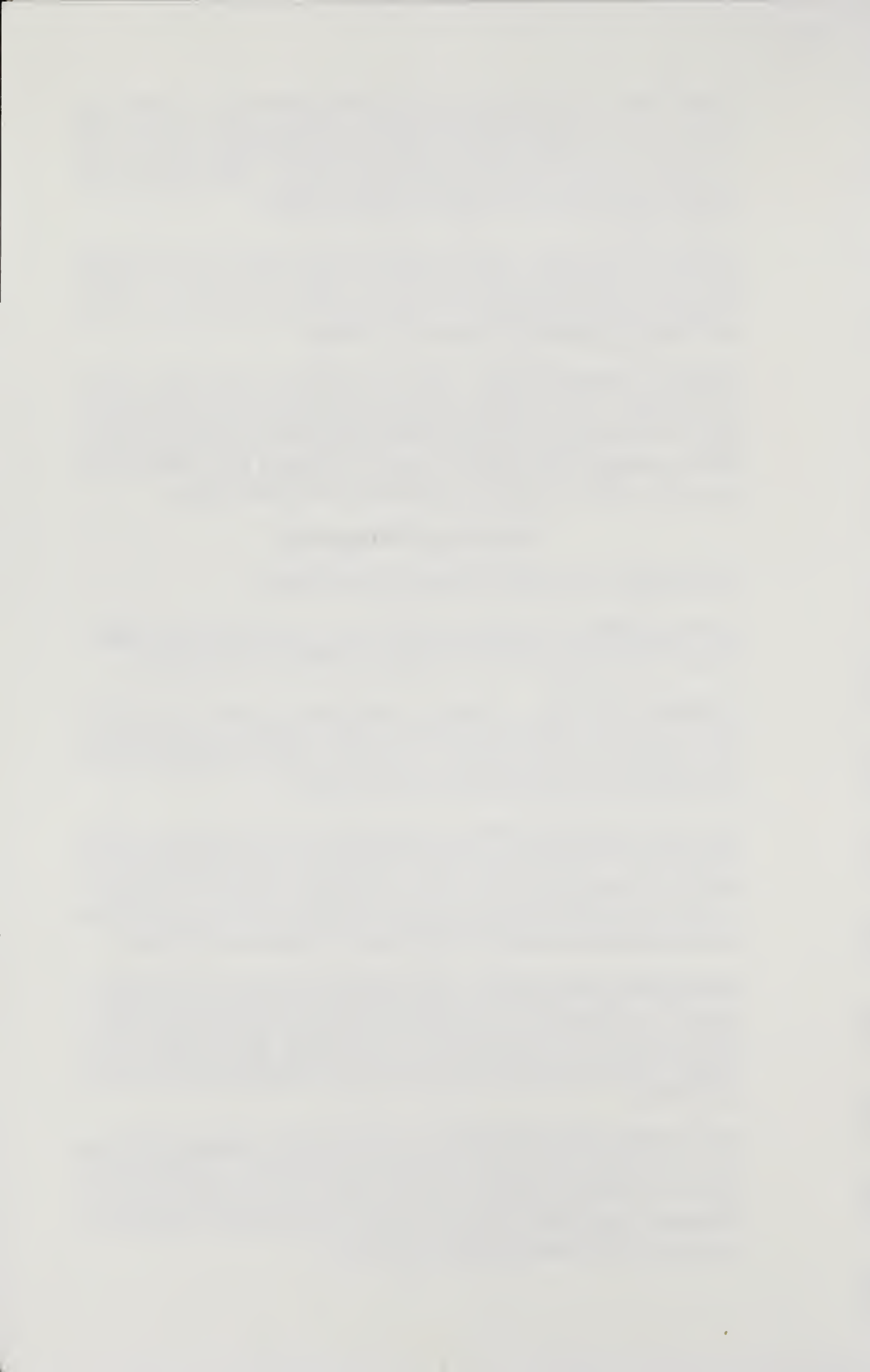
AUTOMOTIVE - Fundamentals of auto mechanics are taught. Hands-on training is provided through working on state vehicles.

BARBER SCHOOL - Prepares students for a career in the hair styling Industry. Students will be awarded a certificate upon successful completion of the program. In addition, each successful student will be eligible to take the State Licensing Exam.

BRILLE TRANSCRIPTION PROGRAM - This program provides employment to inmates who have some word processing skills and provides training in the production of Braille materials. Through a computer translation process, inmates working within the program produce Braille materials for the Bureau of Institutional Schools.

BUSINESS EDUCATION - This program is designed to assist each student in developing strong organizational and job responsibility habits through the production of professional, high quality work. Classes consist of typing, word processing, filing, business math and accounting.

COMPUTER TECHNOLOGY - To familiarize students with computer technology and how it affects them in today's world and to provide "hands-on" experience in the various uses of micro-computer including: basic literacy, keyboarding, word processing, simple programming, data base and spread sheet use.



CULINARY ARTS - This is an intensive program including classroom theory and practical hands-on experience. The course includes professional cooking, applied food service sanitation, nutrition and meal planning and kitchen management. The National Restaurant Association's Education Foundation will award two certificates to the student who successfully completes the program and passes two written examinations.

DESKTOP PUBLISHING - This program will introduce the student to the general operating principles of the microcomputer and instruction in the basic tenets of word processing and desktop publishing.

DRAFTING - This course will consist of basic drafting concepts with further courses in mechanical and residential architectural drafting. It will provide basic entry-level skills in drafting for those who may want to pursue drafting as a career.

HVAC - The heating, ventilation, air conditioning and refrigeration course begins with basic fundamentals and progresses to advanced instruction.

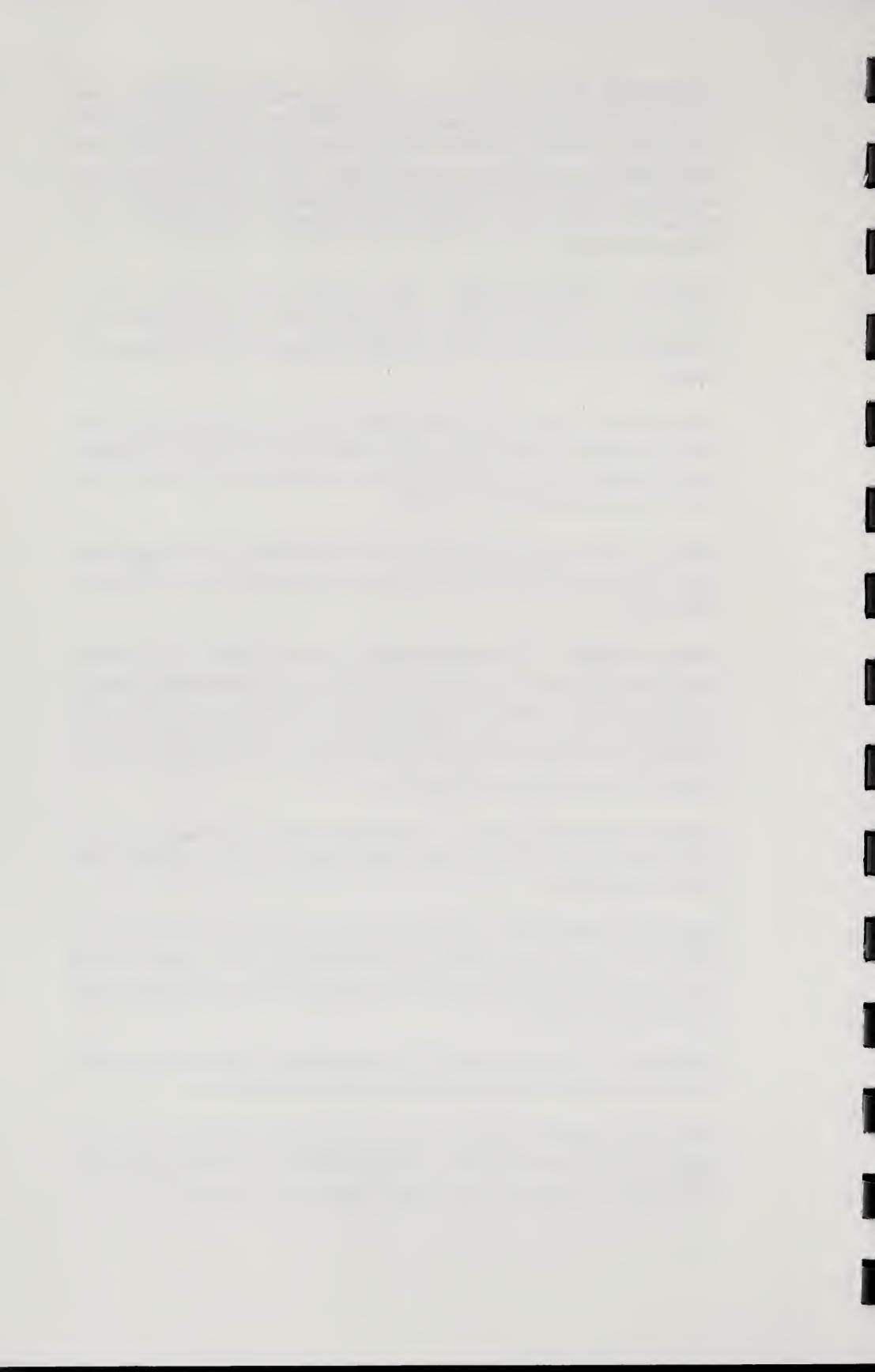
MANICURING - The manicuring course follows the State-mandated curriculum. A minimum of 100 hours of instruction/practical application is required. The program provides opportunity for the students to work on other students' nails in a clinical atmosphere. Students are eligible to take the state exam for licensing and are certified upon completion of program.

POWER TECHNOLOGY - Designed to cover the theory, maintenance and repair of 2 & 4 cycle small engines and to explore other power applications.

BUILDING TRADES - Provides hands-on instruction for the acquisition of the many skills utilized in the building trades. Students will learn rough and finished carpentry, electrical wiring, plumbing, wood-working and welding.

WELDING - Provides student with entry-level skills in the field of welding through theory as well as "hands-on" experience.

MACHINE SHOP - Program covers blueprint reading, set up and operating most machine tools, to understand the working properties of a variety of metals and to maintain particular machines.



V. Institutions

BRIDGEWATER STATE HOSPITAL is the Commonwealth's maximum security prison / hospital for the criminally insane. This facility is located on the Bridgewater Correctional Complex in Bridgewater, Massachusetts.

Patient Population 328

Eligible for Educational Programs 202

Involved in Educational Programs 144

Institution School Principal (Bridgewater Complex)-James W. Connell

Academic Programs

ADULT BASIC EDUCATION ABE Grant & DOC

ENGLISH SECOND LANGUAGE DOC

GED DOC

PRE GED DOC

SPECIAL EDUCATION DOC

COLLEGE Massasoit C.C.

Occupational Training

GREENHOUSE PROGRAM Perkins Grant

OLD COLONY CORRECTIONAL CENTER is a medium security all-male correctional facility located on the Bridgewater Correctional Complex in Bridgewater, Massachusetts.

Inmate population 718

Eligible for educational programs 644

Involved in educational programs 398

Institution School Principal- James W. Connell

Academic Programs

ENGLISH SECOND LANGUAGE ABE Grant & DOC

ADULT BASIC EDUCATION ABE Grant & DOC

LITERACY DEVELOPMENT DOC

PRE-GED ABE Grant

GED DOC

SPECIAL EDUCATION DOC

COLLEGE PROGRAMS U. Mass Boston

O.C.C.C. (cont.)

PRE-GED	ABE Grant
GED	DOC
SPECIAL EDUCATION	DOC
COLLEGE PROGRAMS	U. Mass Boston Massasoit C.C.

Occupational Training

HVAC	DOC
WELDING	DOC
COMPUTER LAB	DOC

SOUTHEASTERN CORRECTIONAL CENTER has both a medium and minimum component and is located on the Bridgewater Correctional Complex in Bridgewater, MA

Inmate Population	773 Medium
Involved in Education Programs	494 Minimum
Institution School Principal- James W. Connell	

Medium

Academic Program

ENGLISH AS A SECOND LANGUAGE (DOC)	
LITERACY DEVELOPMENT	DOC
ADULT BASIC EDUCATION	ABE Grant & DOC
PRE-GED	ABE Grant & DOC
GED	DOC
CHAPTER I	Federal Grant
COLLEGE PROGRAMS	Massasoit C.C.

Occupational Training

HVAC	DOC
TRADE SKILLS	DOC
COMPUTER LAB	DOC



SOUTHEASTERN CORRECTIONAL CENTER

Minimum

Academic Programs

ADULT BASIC EDUCATION *ABE Grant*
COLLEGE PROGRAMS *Massasoit C.C*

Occupational Training

AUTOMOTIVE *DOC*
AUTOMOTIVE CERTIFICATION PROGRAM *Mt. Wachusett C.C.*

MCI - PLYMOUTH

Inmate population 268
Involved in educational programs 53

Academics

ABE (PRE-GED, GED) *ABE Grant*

Occupational Training

AUTOMOTIVE *DOC*
Building Trades *DOC*

MCI CEDAR JUNCTION *This institution is a maximum security prison. MCI Cedar Junction is located off Rt. 1A in Walpole, Massachusetts.*

Inmate Population 843
Eligible for Educational 787
Involved in Education 322

Institution School Principal - Dan Farnkoff

Academic Programs

SPECIAL EDUCATION *DOC*
ADULT BASIC EDUCATION *DOC*
ENGLISH SECOND LANGUAGE *DOC*
GED *ABE Grant & DOC*
PRE-GED *DOC*
CHAPTER I *Federal Grant*
COLLEGE PROGRAM *CurryCollege*
Mount Wachusett C.C.
Bunkerhill C.C.

CORRESPONDENCE COURSES

Occupational Training

DRAFTING DOC
COMPUTER TECHNOLOGY DOC

PONDVILLE CORRECTIONAL CENTER is a minimum, and pre-release facility for men.

Inmate population 203

Involved in educational programs 89

Institution School Principal - Daniel Farnkoff

Academic Programs

ADULT BASIC EDUCATION

(ABE Grant)

PRE-GED / GED

(ABE Grant)

LIFE SKILLS

(Perkins Grant)

COLLEGE PROGRAMS

U. Mass, Boston

Mt. Wachusett C.C.

Occupational Training

AUTO BODY DOC

Academic Programs

ADULT BASIC EDUCATION

ABE Grant

PRE-GED / GED

ABE Grant

LIFE SKILLS

Perkins Grant

COLLEGE PROGRAMS

U. Mass, Boston

Mt. Wachusett C.C.

Occupational Training

AUTO BODY DOC

MCI CONCORD is a medium security institution, located in Concord, Massachusetts. The facility serves as the reception/classification center, receiving all new state commitments sentenced to MCI-Concord and MCI-Cedar Junction. Inmates are housed for a relatively short period of time, therefore the emphasis is on testing and assessment and classification.

Inmate population 1265

Institution School Principal - Frank Flynn

Academic Programs

COUNSELOR DOC
 EDUCATIONAL NEEDS ASSESSMENT DOC
 GED DOC

ADULT BASIC EDUCATION DOC
 COLLEGE PROGRAMS Mt. Wachusett C.C.

Occupational Training

CULINARY ARTS DOC

NORTHEASTERN CORRECTIONAL CENTER is a minimum pre-release institution and is located in West Concord, MA

Inmate population 274

Eligible to educational programs 274

Involved in educational programs 84

Institution School Principal - Frank Flynn

Academic Programs

GED ABE Grant & DOC
 ADULT BASIC EDUCATION DOC
 LIFE SKILLS / MINI COURSES DOC
 ENGLISH SECOND LANGUAGE ABE Grant
 COLLEGE PROGRAMS Mt. Wachusett C.C.

Occupational Training

CULINARY ARTS DOC
 AUTO SHOP DOC
 POWER TECHNOLOGY DOC



MCI FRAMINGHAM is a medium security womens' prison located in Framingham, Massachusetts.

Inmate Population 425

Eligible for Educational Programs 325

Involved in Educational Programs 269

Institution School Principal - Carl Boen

Academic Programs

GED DOC

COUNSELOR DOC

SPECIAL EDUCATION DOC

LITERACY DEVELOPMENT ABE Grant

PRE GED ABE Grant

CHAPTER 1 Federal Grant

ENGLISH SECOND LANGUAGE (ESL) DOC

COLLEGE PROGRAMS Mt. Wachusett CC

B.U. program

Occupational Training

OFFICE OCCUPATIONS Keefe Tech & DOC

DESKTOP PUBLISHING Keefe Tech & DOC

MANICURING Keefe Tech & DOC

WOMEN IN BLDG TRADES Perkins Grant

SOUTH MIDDLESEX CORRECTIONAL CENTER is a minimum and pre-release men's facility located in Framingham, Massachusetts.

Inmate Population 195

Involved in Educational Programs 40

Institution School Principal - Carl Boen

Academic Programs

ADULT BASIC EDUCATION DOC



MCI. FRAMINGHAM (cont.)

SOUTH MIDDLESEX is a minimum and pre-release men's facility located in Framingham, Massachusetts.

Inmate Population 195

Involved in Educational Programs 40

Institution School Principal - Carl Boen

Academic Programs

ADULT BASIC EDUCATION DOC

GED DOC

ENGLISH SECOND LANGUAGE DOC

COLLEGE PROGRAMS Mt.Wachusett C.C.

HODDER HOUSE is a minimum and pre-release women's facility located within a mile of M.C.I.-Framingham

Inmate Population 27

Involved in Educational Programs 10

Academic Program

GED DOC

LIFE SKILLS DOC



MCI NORFOLK is a medium security facility located in Norfolk, Massachusetts.

<i>Inmate Population</i>	1256
<i>Eligible for Educational Programs</i>	1166
<i>Involved in Educational Programs</i>	540

Institution School Principal - Ann Marchitelli

Academic Programs

COUNSELOR	DOC
GED	ABE Grant & DOC

PRE GED	DOC
ENGLISH SECOND LANGUAGE CHAPTER 1	ABE Grant & DOC Federal Grant
SPECIAL EDUCATION	DOC
LITERACY DEVELOPMENT	DOC
COLLEGE PROGRAMS	U-Mass, B.U. Program
CORRESPONDENCE CLASSES	Bunker Hill C.C.

Occupational Training

WELDING	DOC
POWER TECHNOLOGY	DOC
BUILDING TRADES	DOC
BARBER PROGRAM	DOC
GRAPHIC ARTS	DOC

BAYSTATE CORRECTIONAL CENTER is a medium security institution for long term offenders.

<i>Inmate Population</i>	266
<i>Involved in Educational Programs</i>	129

Institution School Principal - Ann Marchitelli

Academic Programs

ABE	ABE Grant
PRE-GED / GED	ABE Grant
COLLEGE PROGRAMS	Mt. Wachusett C.C., Boston University

Occupational Training



BAYSTATE (cont.)

Occupational Training

BRAILLE Transcription Program DOC

MCI SHIRLEY is a medium, minimum, and pre-release facility. The institution is located in Shirley, Massachusetts.

Inmate Population 1049

Eligible for Educational Programs 1040

Involved in Educational Programs 659

Institution School Principal-Ruth Nauyokas

Academic Programs

MCI SHIRLEY (Medium) academic & most vocational training is contracted to Mount Wachusett C.C.

COUNSELOR	DOC
LITERACY DEVELOPMENT	MWCC contract
ADULT BASIC EDUCATION	MWCC contract
ENGLISH SECOND LANGUAGE	MWCC contract
PRE GED	MWCC contract
GED	MWCC contract
COLLEGE PROGRAMS	U-Mass Amherst

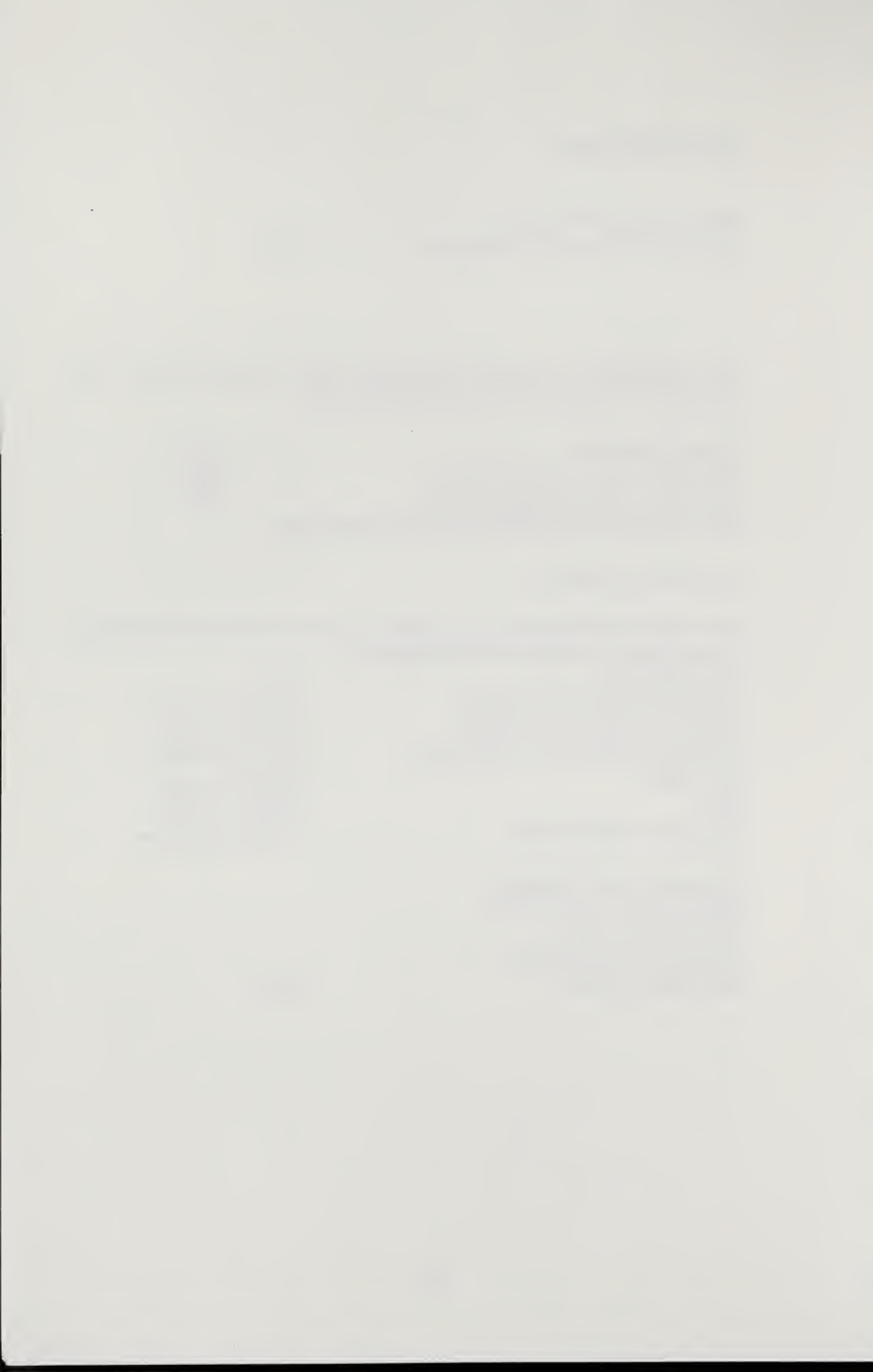
Occupational Training

DESK TOP PUBLISHING

CULINARY ARTS

POWER TECHNOLOGY

BARBER SCHOOL DOC



MCI SHIRLEY (cont.)

MCI SHIRLEY (Minimum)

<i>Inmate population</i>	382
<i>Eligible for Educational Programs</i>	382
<i>Involved in Educational Programs</i>	167

Academic Programs

<i>ABE</i>	<i>ABE Grant & DOC</i>
<i>COLLEGE PROGRAMS</i>	<i>U-Mass Amherst</i>
	<i>MT. Wachusett C.C</i>

Occupational Training

<i>POWER MECHANICS</i>	<i>DOC</i>
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Academic Programs

<i>ABE</i>	<i>ABE Grant & DOC</i>
<i>COLLEGE PROGRAMS</i>	<i>U-Mass Amherst</i>
	<i>MT. Wachusett C.C</i>

Occupational Training

<i>POWER MECHANICS</i>	<i>DOC</i>
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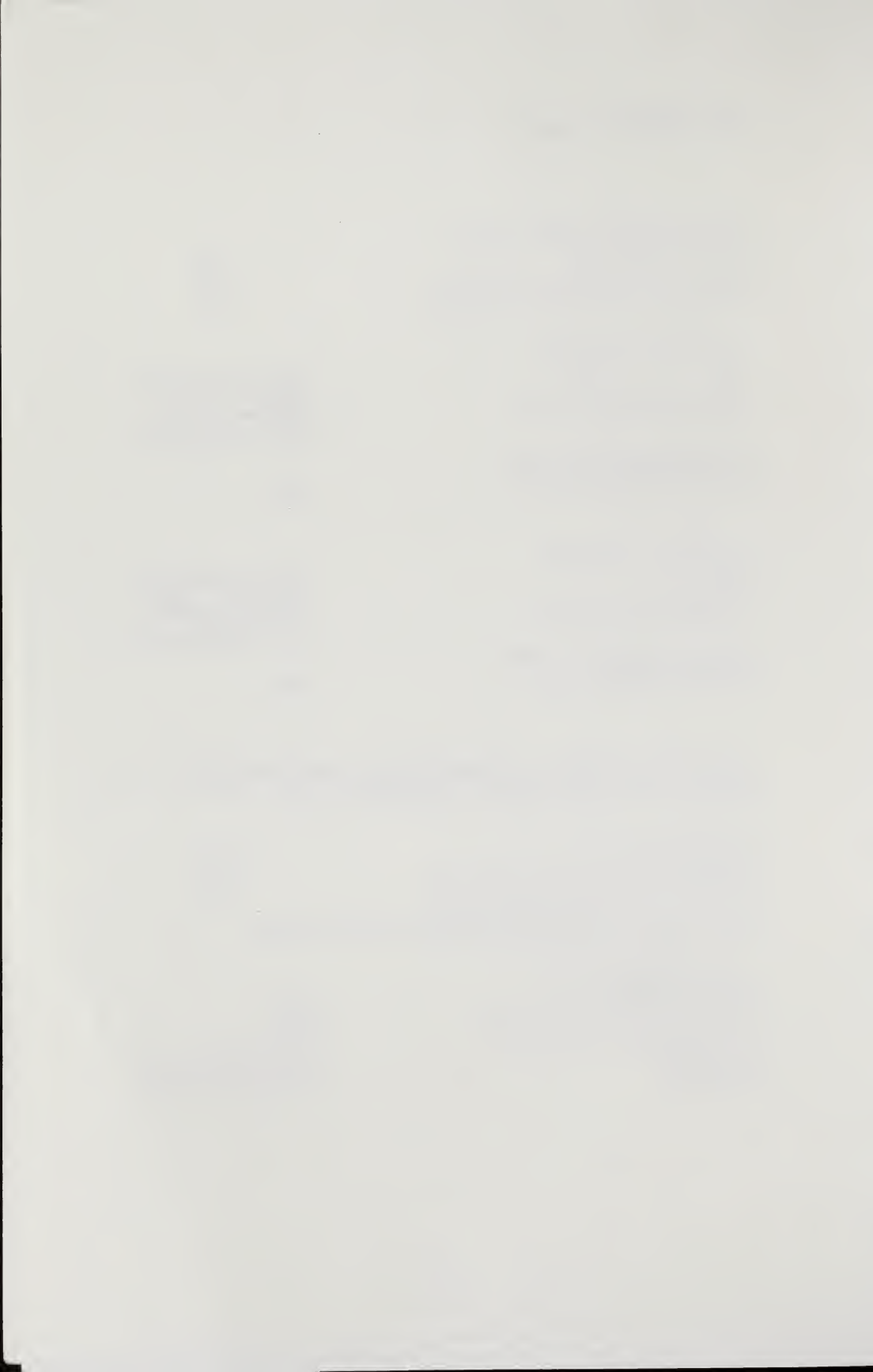
NORTH CENTRAL CORRECTIONAL INSTITUTION - is a medium security institution, located in Gardner, MA

<i>Inmate Population</i>	1,040
<i>Eligible for Educational Programs</i>	1,009
<i>Involved in Educational Programs</i>	597

Institution School Principal-Patricia Washburn

Academic Programs

<i>IBM READING</i>	<i>DOC</i>
<i>ADULT BASIC EDUCATION</i>	<i>DOC</i>
<i>CHAPTER I</i>	<i>Federal Grant</i>
<i>PRE-GED</i>	<i>ABE Grant & DOC</i>



NORTH CENTRAL CORRECTIONAL INSTITUTION (con.t)

GED	ABE Grant & DOC
PRECOLLEGE (English)	
ENGLISH SECOND LANGUAGE	ABE Grant
SPECIAL EDUCATION	DOC
COLLEGE PROGRAMS	U. Mass Mt. Wachusett C.C.

Occupational Training

BARBER PROGRAM	DOC
CULINARY ARTS	DOC
POWER TECHNOLOGY	DOC
WELDING	DOC

MCI - LANCASTER is a minimum security/pre-release facility in Lancaster, Ma. The institution houses male and female inmates.

	Male	Female
Inmate population	201	79
Involved in educational programs	43	48

Institution School Principal - Patricia Washburn

Academic Programs

GED	ABE Grant
LITERACY DEVELOPMENT	DOC
COLLEGE PROGRAMS	U. Mass Mt. Wachusett C.C.



VI Directions

Despite continued budget constraints the Division of Inmate Training and Education continues to remain focused and committed to providing effective education programs and services to support the over-all rehabilitative process of an increasing inmate population. To meet this challenge, we are seeking alternative funding sources; consolidating existing resources; and are establishing partnerships with other service providers.

As part of this on going effort the Education Division is:

A. Automating the GED scoring, reporting and filing systems in advance of the General Education Development Testing Service's 1997 target date for all of the nations GED test units.

B. Using an interagency model that has been established between the Departments of Correction, Education, Employment and Training, Parole, and Welfare to expand the "Pathways" program. This is a coordinated effort where an inmate agrees to a process that will track and assist him/her each step of the way from assessment, training, parole, getting a place to live, and getting a job.

C. Implement an assessment and life skills program in the Department's minimum/pre-release security facilities as part of a release preparation effort.



E. Ensure that vocational training programs have standardized competency checklists.

The Division of Education continues to play a vital role in the Department of Correction's overall security and treatment efforts. We anticipate continued success in delivering programming that will prepare inmates to successfully re-enter society and become productive members of our community

If you are planning for a year - plant rice

If you are planning for a decade - plant trees

If you are planning for a lifetime - educate a man.

Old Chinese Proverb



