



**Description of Programs for Corrections
Education and Other Institutionalized
Individuals**

11.1 Types of Programs

The state director of institutional education programs and the director of internal accounting will prepare the budget requests for education programs in Institutional Education Programs (IEPs) in adult state correctional institutions where the assessed need is appropriate to the funding source requirements and funding has been granted to the Office of IEPs. The IEPs will carry out education programs based upon the assessed needs of the programs, the availability of funding and the need to develop and maintain a state-wide comprehensive education program.

Funds allocated under Section 222 (a)(1) of the Adult Education and Family Literacy Act will be used to provide education programs described below. Policy has been established to control the class size of educational programs offered in IEP facilities.

- Adult Basic Education federal program services are offered through the Institutional Education Programs at regional jails, state prisons and detention centers. Local programs offer basic education in county jails through the local education agency funding allocation.
- IEP special education programs are provided by local programs in regional jails,



state prisons and detention centers as determined by needs assessment and described by the mandatory site based plan.

- English literacy programs (ESOL) have been targeted as a program offering for the year 2000. The goals and objectives given here describe the intent and methods to be employed to implement an ESOL program in the IEP facilities throughout the state.
- Secondary school credit programs are available in the regional jails, detention centers and state prisons that are under the jurisdiction of the office of IEP.

Institutional Education Programs will assist students in obtaining documentation of attainment of a high school diploma/GED. IEP programs also provide high school credit to students who need only one or two credits to complete the actual high school diploma.

The goals, objectives and benchmarks given in this section reflect the five year plan of the IEPs for offering adult education services funded under the Act. These goals and objectives are targeted to serving those individuals who are likely to leave the correctional institution within five years of participation in the program.



Goal 1: Provide adult basic education services to eligible adults in Institutional Education Programs in West Virginia.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Provide quality instructors for ABE services.	2000-2004	<ul style="list-style-type: none"> • Quality in-services provided • Peer training sessions • Mentor service • Pre-service • Number of professional development sessions offered throughout the year. • Conferences attended by staff.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
2. Recruiting students during orientation/testing.	2000-2004	<ul style="list-style-type: none"> • Each institution will do orientation. • Handbooks/Catalogs will be distributed during orientation • Surveys will be completed.
3. Ensure that all students will progress to a functional literacy level defined as eighth grade.	2000-2004	<ul style="list-style-type: none"> • 75 percent of students who enroll below the fifth grade level will achieve a minimum increase of .5 grade level. • 75 percent of students who enrolled above fifth grade level will increase to a functional literacy level of eighth grade. • Student progress will be documented through pre-post testing as evidenced by MIS.



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| 4. | Provided opportunities to obtain life skills and workplace readiness skills with an emphasis on targeting students who are one year from parole or discharge. | 2000-2004 | <ul style="list-style-type: none"> • Students are informed of available workplace readiness programs at intake as documented on orientation checklist. • Handbooks, catalogs and brochures are available to describe educational programs. |
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Goal 2: Provide special education services for adults in Institutional Education Programs in West Virginia.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Establish a screening process for all intake to identify special needs.	2000	<ul style="list-style-type: none"> • Process will be selected.
2. Implement the process for screening new intake.	2001	<ul style="list-style-type: none"> • Screening process will be in place at all sites.

Goal 3: Continue the partnership between ABE and IEP for the accrediting process of Correctional Education Association.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Provide ABE with information for audits and for monitoring programs.	2000-2004	<ul style="list-style-type: none"> • Institutional programming will be monitored on a set schedule.
2. Utilize ABE monitoring results to obtain CEA accreditation.	2000-2004	<ul style="list-style-type: none"> • Results of monitoring are available upon request to all program sites.



Goal 4: Provide English literacy services for adults in Institutional Education Programs.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Determine the type and scope of ESL services required for adults in selected sites.	2000	<ul style="list-style-type: none"> An ESL program will be designed as result of survey data.
2. Pilot the designed ESL program for adults in selected sites.	2000	<ul style="list-style-type: none"> Program documentation of all piloted sites will be provided.
3. Review the results of pilot sites and implement ESL programs accordingly.	2002	Program documentation for all programs will be provided.
4. Monitor and assess ESL program and revise as needed.	2003-2004	Meet ABE standards established for ESL programs

Goal 5: Integrate the technological systems of ABE and Institutional Education Programs.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Establish and maintain open communication between ABE and OIEP on technology.	2000-2004	<ul style="list-style-type: none"> Generation of IEP reporting via ABE-MIS. An ABE representative will be appointed to serve on the OIEP technology committee. Site based technology plans will reflect the availability of ABE technology services.



Goal 6: Provide secondary school credit programs for school-age juveniles and youthful offenders over the compulsory school attendance age.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Provide programming to students to enable them to obtain the GED.	2000-2004	GED issued according to federal guidelines. New GED programs are established on an as needed basis. Students will complete GED testing.
2. When appropriate offer courses that allow students to earn high school credit.	2000-2004	Articulation agreements exist with state high schools.

Goal 7: Monitor the quality of ABE services provided in Institutional Education Programs.

<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Establish an ongoing internal system to monitor the quality of ABE services provided in Institutions.	2000-2004	Internal documentation in compliance with ABE standards. Documentation report completed. Report submitted to the education director of OIEP upon request

Goal 8: Link assessment results with instruction.



<u>OBJECTIVES</u>	<u>FY</u>	<u>BENCHMARKS</u>
1. Implement selected assessment tools in Institutional Education Programs and link with instruction.	2000-2004	Lesson plans/IPPs/Progress reports are in place to document monitoring instruction.

11.2 Priority

Refer to section 11.1 to determine the programs that are to be offered to the criminal offenders in the correctional institutions who are eligible to leave the institution within five years of participation in the program. Funding allocations will be redirected to focus resources under the Act to institutions where the priority population is served. Examples of such programs include but are not limited to the Davis Center, the Anthony Center and Pruntytown.

11.3 Types of Institutional Settings

Funds available from the Act may be allocated to institutions to provide services in prisons, jails, reformatories, detention centers, halfway houses, community-based rehabilitation centers, or other similar institutions designed for the confinement or rehabilitation of criminal offenders. For the specific types of programs offered in these facilities refer to section 11.1.