



MINUTES

Criminal Justice Coordinating Committee

Friday, March 13, 2009
Jury Assembly Conference Room
Courthouse Annex

MEMBERS PRESENT: Steve Corbeille, Dave Miron, Kent Hoffmann, Jim Kanikula, Robin Elsner, Jeff Skorik, Cheryl Wruk, Corina Dionne, Bob Kellogg, Bob Majewski, Mike Waugus and Bobbi Christopherson
MEMBERS EXCUSED: Linda Dumke Marquardt and Allen Brey
MEMBERS ABSENT:
OTHERS PRESENT: Dave Thibodeau, Peshtigo Times

1. Call to Order

Chairperson Steve Corbeille called the meeting to order at 8:00 a.m.

2. Approve Agenda

Motion (Kanikula/Kellogg) to approve agenda as presented. Motion Carried. No Negative Vote.

3. Approve/Amend Minutes

Motion (Wruk/Kanikula) to approve the minutes of February 13, 2009 as presented. Motion Carried, No Negative Vote.

4. Public Comment

Dave Thibodeau questioned if anything can be done to reduce high alcohol levels on multiple OWI offenses. For example: graduated penalties

5. Incarcerated Youth Program – Cynthia Russell Smith

Cynthia Russell Smith, Marinette High School Director of Student Services distributed information and led discussion regarding the incarcerated youth program history, current program conditions, student protocol and basic courses offered. (Attachments A, B & C)

Ms. Smith advised that due to lack of funding, the summer school program will not be offered in 2009. The cost of operating the summer school program is approximately \$3,058.80.

Motion (Kellogg/Miron) to refer Summer School Incarcerated Youth program funding request of \$3,058.80 to the Law Enforcement Committee. Motion carried, No Negative Vote.

6. Justice System Information Sharing

Bob Kellogg informed the Committee a work certified program is being implemented by the Bay Area Workforce Development Board. Bob suggested the Committee may want to consider the work certified program for the inmates in the jail. This item will be placed on next month's agenda.

Bob Majewski reported he has received a few replies from persons interested in becoming volunteers to assist with jail programming. All volunteers are subject to background checks and jail orientation prior to receiving jail access.

Bob Majewski reported there are currently three inmates enrolled in the incarcerated youth program and eight inmates enrolled in the GED program with a couple of the eight ready to graduate.

7. Student Loan User Fee Concept

No action taken.

8. Future Agenda Items

Elect Vice Chair
Work Certified Program

9. Next Meeting Date

The next meeting is scheduled for Friday, April 10, 2009 at 8:00 a.m. in the Jury Assembly Conference room.

10. Adjourn

Motion (Kanikula/Dionne) to adjourn at 9:01a.m. Motion Carried, No Negative Vote.

Steve Corbeille, Chairperson
Date approved/corrected:



School District of Marinette

Department of Student Services
2139 Pierce Avenue
Marinette, WI 54143

Cynthia Russell Smith
Director of Student Services

MEMO

TO: Criminal Justice Coordinator Committee meeting
FROM: Cynthia Russell Smith
RE: Incarcerated Youth Program
DATE: March 13, 2009

History: In previous years, incarcerated students were offered instruction on an itinerary basis. For years, students were offered approximately 3 – 5 hours per week. Instruction was provided by either a Marinette High School staff member or an off-site instructor. Number of students recorded as having received instruction: 19

Students who participate in this instruction can be from any school district in Marinette County. Because the jail is located in Marinette, the students are considered to be Marinette residents; therefore, they need to be enrolled at Marinette School District while they are incarcerated.

Since November 2007, the amount of instruction significantly increased to four hours per day (7:15 – 11:30). Since then, nineteen students have received this instructional program. Of those nineteen students, three were Marinette resident students. One of the three is still in jail, one returned to “home school”, and one has been offered off-site instruction and is close to graduating. We don’t have information on the status of the other sixteen students; however, when a student who is under the age of 18 is released from jail, the resident district is notified.

The District and Marinette County Jail personnel completed some research during last school year to attempt to determine the level of educational programming other school districts offer to incarcerated students. From the information we gathered, it appears that the agreement that Marinette County Jail and Marinette School District has is uniquely progressive and is compliant with DPI regulations.

Wisconsin Department of Instruction Compliance: The arrangement between Marinette County Jail and Marinette School District meets DPI standards. Please refer to *WDPI Education of Incarcerated Students Q & A*.

Curriculum:

- Books, workbooks in a variety of subject
- *Power Basics* Credit Recovery Program (approximately 20 courses offered via consumable materials)
- Recreational reading
- Character Education
- Computer-based instruction (PLATO)

Personnel: The curriculum offered at the Marinette County Jail needs to be delivered by a certified teacher. Ideally, this person should hold an *Alternative Education* license through Wisconsin Department of Instruction.

Communication/Collaboration: Several meetings between Marinette County Jail personnel and School District staff have been held (especially last school year, when the program was being developed) to discuss program effectiveness. Jail personnel have also been a part of the hiring process in determining the instructor. The instructor is a significant communication link between both facilities. The District's counseling and special education department also play an important role in the process (refer to *Protocol for Incarcerated Students*).

Daily Schedule:

7:15-7:30 = Current Events (group)

7:30-7:45 = Daily Journal (individual)

7:45- 9:00 = Credit Recovery (one-on one time, teacher/student)

9:00-9:10 = Bathroom Break

9:10- 10:25 = Environment / Economics (group, teacher lead)

10:25- 10:45 = Character Development (group, teacher lead)

10:45- 11:10 = Literary Analysis (group)

11:10- 11:15 = Clean up

Summer program:

- Rationale: Although it is not mandated that the school districts need to provide instruction during the summer months, this instruction does have its advantages. It allows the continuance of learning, reduces cognitive regression, and provides structure and purpose to the incarcerated students. It is believed that providing instruction to the students keeps them more focused, more motivated to learn, and enhances their probability to graduate with their peers. Additionally, it is believed that the continuance of this instruction reduces the "transition period" in the Fall when school resumes.

- Cost: During the summer of 2008, MSD instructor was paid for 74 hours @ \$35.00/hour salary, plus fringes, for a total per hour of \$41.34. The total cost of the Summer 2008 program was \$3,058.80 (i.e., \$41.34 x 74). The MSD instructor provided 6 weeks of educational services (approx. 3 days a week, 4 hours per day.)

During Summer '08, six students participated in the instructional program.

Due to budgetary concerns, the Marinette School District is not able to provide this instruction during Summer 2009. The District would consider, however, providing the instructor/instruction if another funding source could be arranged.

Impressions/Future plans: It is believed that the educational program that is offered at Marinette Jail is a prototype for Wisconsin schools. We have worked hard to create a program that is legally compliant as well as child-centered. We are proud of these accomplishments and are grateful to have a good working relationship with Jail personnel in order to effectively serve these incarcerated students. We thank the Jail personnel (Bob, Stephanie, and Tom) for their support and expertise.

It is expected that this model of educating incarcerated youth will continue, as long as it is mandated by WDPI. MSD is committed to continue working collaboratively with Marinette County Jail personnel in determining the most effective (albeit cost effective) means for meeting the educational needs of these students. In the future, we will need to establish a system that provides a smoother transition for students returning to school (i.e., communication, protocol that is succinct yet flexible).

**PROTOCOL FOR INCARCERATED STUDENTS
MARINETTE HIGH SCHOOL = MARINETTE COUNTY JAIL**

UPON INCARCERATION:

1. Marinette County Jail shall notify Marinette High School Guidance Office within 24 hours of placement. The contact people are Bonnie Zylkowski, 735-1305 or Joanne Dusso, 735-1303.
2. Marinette County Jail shall provide information on the student including, full name, date of birth, school of origination/transfer, home address, parent information and Jail contacts, address and phone numbers. For ISES and Wisconsin Student Locator System, the birth city, state, county and country are also required. This information will be used to enroll the student at Marinette High School.
3. Marinette County Jail shall complete the "NEW STUDENT INFORMATION" Sheet that Marinette High School uses for enrollment. Included on the form is the above mentioned criterion, including information about Special Educational Services.
4. Marinette County Jail shall provide the projected length of stay/possible discharge date.
5. Marinette High School will then contact previous school and request records.
6. Marinette High School will do a credit evaluation and determine which courses the student needs to complete during the duration of his/her stay at Marinette County Jail.
7. If the student receives Special Education Services, Carla Dionne, Case Manager will be assigned and an IEP Review will be conducted.
8. Marinette High School will contact the Jail Instructor and brief the instructor on transcript and curriculum needs.

DURING INCARCERATION:

1. Marinette High School will provide an instructor to teach the students in the Marinette County Jail classroom.
2. Instructor will bring curriculum materials and provide a grading system through Skyward Program at Marinette High School.
3. Student behavior in jail is governed both by the Marinette County Jail rules of conduct as well as the rules and code of conduct issued by the Marinette School Board.
4. Instructor should keep open communication with the Guidance Office regarding instructional progress and discharge dates.

UPON DISCHARGE FROM MARINETTE COUNTY JAIL:

1. The Marinette County Jail should contact the Marinette High School Guidance Office by phone/email with the discharge date.
2. The Marinette County Jail will provide the location the student will be moving to.
3. Student/Parent/Guardian is responsible for enrolling in school district of residence within 24 hours or the next business day after discharge.

Attachment C

Power Basics courses offered at jail (and workbook inventory)**Science:**

Chemistry (5workbooks)
Physics (4 workbooks)
Earth and Space (0 workbooks)
Biology (0 workbooks)

Language Arts:

Vocabulary and Reading Composition (4)
Introduction to Composition (8)
Basic English (0)

Social Studies:

World History I (4)
World History II (4)
World History III (4)
American Government (0)
U.S. History (0)
World Geography (0)
School to Career (0)

Math:

Algebra (8)
Basic Math (4)
Geometry (5)
Consumer Math (0)

*At present these 18 courses are offered to our jail students through the Power Basics credit recovery program. I went to the distributor's web site, Walch Publishing, and found that student workbooks cost \$14.99 per unit. That means that 5 workbooks per subject with none already (8 total) comes to purchasing 40 books or approximately \$600. Purchasing 4 books per subject would total approximately \$480. I would appreciate any help as having consumable workbooks would:

-Reduce lost work. Students can not bring 3 ring binders to their cells which means that papers are sent back loose-leaf in folders. Papers are easily lost or become out of order.

-Better organize course materials. Students may be working on as many as 3 or 4 courses at once which means they may have as many as 50 sheets of paper per class or 150-200 loose leaf sheets. 3 consumable workbooks would greatly help them stay organized.