

# FY 2018-2019 Boilerplate Report

## Section 907 (a)

### Education FTE Breakdown per Facility Oct 1, 2018 - Sept 30, 2019

Facility	Position	Filled	Vacant
<b>MBP</b>	Academic Teacher	2	
	Special Ed Teacher	1	
	Building Trades Instructor	2	
	Employment Readiness Instructor	1	
	Employment Counselor	1	
<b>AMF</b>	Secretary	1	
	Academic Teacher	2	
	Employment Readiness Instructor	1	
	Secretary (shared with OGF)	1	
	Academic Teacher	1	
	Employment Readiness Instructor	1	
	Secretary	1	
<b>URF</b>	Academic Teacher	4	1
	Employment Readiness Instructor	2	
	Building Trades Instructor	1	
	Food Tech Instructor	1	
	Employment Counselor	1	
<b>NCF</b>	Secretary	1	
	Academic Teacher	2	
	Plumbing/Electrical Instructor		1
	Welding Instructor	1	
	Employment Counselor	1	
	Employment Readiness Instructor	1	
<b>KCF</b>	Secretary	1	
	Academic Teacher	2	1
	Custodial Maintenance Instructor	1	
	Welding Instructor	1	
	Employment Readiness Instructor	1	
	Secretary	1	
<b>ECF</b>	Academic Teacher	2	
	Employment Readiness Instructor	1	
	Secretary	1	
<b>MCF</b>	Academic Teacher	1	
	Horticulture Instructor	1	
	Welding Instructor	1	
	Employment Readiness Instructor	1	
	Employment Counselor	1	
	Secretary	1	
<b>LRF</b>	Academic Teacher	3	

	Food Tech Instructor	1	
	Employment Readiness Instructor		1
	Secretary	1	
<b>ARF</b>	Academic Teacher	3	1
	Special Ed Teacher	1	
	Food Tech Instructor	1	
	Employment Readiness Instructor	1	
	Optical Instructor	2	
	Employment Counselor	1	
	Secretary	1	
<b>LCF</b>	Academic Teacher	1	1
	Food Tech Instructor	1	
	Employment Readiness Instructor	1	
	Secretary	1	
	TBD		1
<b>STF</b>	Academic Teacher	2	1
	Special Ed Teacher		1
	Building Trades Instructor	1	
	Horticulture Instructor		1
	Masonry/Concrete Instructor	1	
	Plumbing/Electrical Instructor		1
	Employment Readiness Instructor	1	
	Employment Counselor	1	
	Secretary	1	
<b>DRF</b>	Academic Teacher	4	
	Food Tech Instructor	1	
	Employment Readiness Instructor	1	
	Employment Counselor	1	
	Secretary	1	
<b>SLF</b>	Academic Teacher	2	
	Special Ed Teacher	1	
	Title 1 Teacher Aide	1	1
	Secretary	1	
<b>MTU</b>	Academic Teacher		1
	Special Ed Teacher	1	
	Title 1 Teacher Aide	1	
	Secretary	1	
<b>MTU-VV</b>	Auto Mechanics Instructor	3	
	Building Trades Instructor	1	
	Machine Tool CNC Instructor	2	
	Welding Instructor	2	
	Plumbing/Electrical Instructor	1	
	Food Tech Instructor		1
	Employment Counselor		1

	Employment Readiness Instructor	2	
<b>IBC</b>	Academic Teacher	2	
	Special Ed Teacher	2	
	Title 1 Teacher Aide	1	
	Employment Readiness Instructor	1	
	Building Trades Instructor	2	
	Employment Counselor	1	
	Secretary	1	
<b>ICF</b>	Special Ed Teacher	1	
	Secretary (shared with RMI)	0.5	
<b>RMI</b>	Academic Teacher	1	1
	Special Ed Teacher	1	
	Secretary (shared with ICF)	0.5	
<b>JCF</b>	Academic Teacher	4	
	Title 1 Teacher Aide	1	
	Special Ed Teacher	1	
	Employment Counselor	1	
	Food Tech Instructor	1	
	Employment Readiness Instructor	1	
	Secretary	1	
<b>JCS</b>	Academic Teacher	4	
	Title 1 Teacher Aide	1	
	Employment Counselor	1	
	Employment Readiness Instructor	1	
	Secretary	1	
<b>SAI</b>	Academic Teacher	0.3	
	Academic Teacher	0.6	
	Academic Teacher	0.6	
	Title 1 Teacher Aide	0.6	
	Employment Readiness Instructor	1	
	Employment Counselor	1	
	Secretary	1	
	Special Ed Teacher	1	
<b>SMT</b>	Academic Teacher	1	1
	Title 1 Teacher Aide		1
	Employment Readiness Instructor	1	
	Special Ed Teacher		1
	Secretary	1	
	Employment Counselor	1	
<b>SMT-VV</b>	Auto Mechanics Instructor	2	
	Custodial Maintenance Instructor	1	
	Masonry/Concrete Instructor	2	
	Carpentry Instructor	2	
	Machine Tool CNC Instructor	2	

	Employment Readiness Instructor	1	1
	CDL Instructor	1	
	Employment Counselor	1	
	General Office Assistant		1
	Tree Trimming/Line Clearance	2	
	Computer Coding	1	
<b>RGC</b>	Teacher Aides (ABE Grant)	2	1
	Employment Counselor	1	1
	Employment Readiness Instructor		1
	Secretary	1	
<b>MRF</b>	Academic Teacher	2	1
	Employment Readiness Instructor	1	
	Horticulture Instructor	1	
	Food Tech Instructor	1	
	Employment Counselor	1	
	Title 1 Teacher Aide		1
	Secretary (shared with WCC)	0.5	
<b>WCC</b>	Secretary (shared with MRF)	0.5	
<b>TCF</b>	Academic Teacher	1	
	Special Ed Teacher	4	1
	Title 1 Teacher Aide	3	
	Employment Readiness Instructor	1	
	Building Trades Instructor	1	
	Food Tech Instructor	1	
	Employment Counselor	1	
	Secretary	1	
<b>SRF</b>	Academic Teacher	2	
	Special Ed Teacher	1	
	Employment Readiness Instructor	1	
	Food Tech Instructor	1	
	Building Construction Superintendent Instructor	1	
	Employment Counselor	1	
	Secretary	1	
<b>WHV</b>	Academic Teacher	3	1
	Special Ed Teacher	1	
	Title 1 Teacher Aide	1	
	Horticulture Instructor	1	
	Building Trades Instructor		1
	Custodial Maintenance Instructor		1
	Food Tech Instructor		1
	Employment Readiness Instructor	1	
	Employment Counselor		1
	Secretary	1	
<b>WHV-RGC</b>	Academic Teacher	1	

	Title 1 Teacher Aide		1	
	Secretary		1	
WHV-VV	TBD - Trades Instructors			4
	Employment Readiness Instructor			1
	Employment Counselor			1



Heather Gay  
State Assistant Administrator 15  
STASTADMZON

<p><b>Kim Corcoran</b> School Principal 14 SCHPRINCPL</p> <p><b>MBB**</b></p> <p>1.0 Academic 68 1.0 Academic E9 1.0 Special Ed 1.0 BT 1.0 BT 1.0 ERI 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>AMF</b></p> <p>1.0 Academic 1.0 Academic 1.0 ERI 1.0 Secretary</p> <p><b>LMF</b></p> <p>1.0 Academic 1.0 ERI 1.0 Secretary</p> <p><b>KCF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 CM 1.0 WE 1.0 ERI 1.0 Secretary</p>	<p><b>Jody Burt</b> School Principal 14 SCHPRINCPL</p> <p><b>UBF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Academic 1.0 ERI 1.0 ERI 1.0 BT 1.0 FT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>NCF</b></p> <p>1.0 Academic 1.0 Academic 1.0 BT-PLEL 1.0 WE 1.0 Emp. Counselor 1.0 ERI 1.0 Secretary</p> <p><b>KCF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 CM 1.0 WE 1.0 ERI 1.0 Secretary</p>	<p><b>David Derks</b> School Principal 14 SCHPRINCPL</p> <p><b>MCP**</b></p> <p>1.0 Academic 1.0 HO 1.0 WE 1.0 ERI 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>ECF</b></p> <p>1.0 Academic 1.0 ERI 1.0 Secretary</p> <p><b>LRF</b></p> <p>1.0 Academic 1.0 FT 1.0 ERI 1.0 Secretary 1.0 Academic</p>	<p><b>Steve McNulty</b> School Principal 14 SCHPRINCPL</p> <p><b>ARF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 BT 1.0 HO 1.0 ERI 1.0 OPT 1.0 FT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>IBC</b></p> <p>1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 Special Ed 1.0 ERI 1.0 FT 1.0 ERI 1.0 BT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>SLF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 Title I Aide * 1.0 ERI 1.0 Title I Aide * 1.0 Secretary</p>	<p><b>Adrienne Gates</b> School Principal 14 SCHPRINCPL</p> <p><b>STF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 BT 1.0 HO 1.0 ERI 1.0 OPT 1.0 FT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>SF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 ERI 1.0 FT 1.0 ERI 1.0 BT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>GLF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 Title I Aide * 1.0 ERI 1.0 Title I Aide * 1.0 Secretary</p>	<p><b>Mark Shrain</b> School Principal 14 SCHPRINCPL</p> <p><b>MTU**</b></p> <p>1.0 Academic 1.0 Special Ed 1.0 Title I Aide * 1.0 Secretary</p> <p><b>MTU-Vocational Village</b></p> <p>1.0 AM 1.0 AM 1.0 AM 1.0 FT 1.0 BT 1.0 MT-CNC 1.0 WE 1.0 WE 1.0 BT-PLEL 1.0 Emp. Counselor 1.0 ERI 1.0 ERI-Job Dev</p> <p><b>ICF</b></p> <p>1.0 Special Ed 1.0 Secretary (AS-NA)</p> <p><b>RMI</b></p> <p>1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 Secretary (AS-NA)</p>	<p><b>Brian Friedman</b> School Principal 14 SCHPRINCPL</p> <p><b>SMT**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Spec Ed 1.0 ERI 1.0 Secretary 1.0 Emp. Counselor 1.0 Title I Aide *</p> <p><b>SMT-Vocational Village</b></p> <p>1.0 AM 1.0 Am 1.0 CM 1.0 BT-MASCO 1.0 BT-CA 1.0 BT-CA 1.0 MT-CNC 1.0 MT-CNC 1.0 ERI 1.0 ERI-Job Dev 1.0 Tree Trimming 1.0 Comp Coding 1.0 CDL/Forklift 1.0 General Office Asst. 1.0 Tree Trimming</p> <p><b>SAI</b></p> <p>1.5 Academic (L, G, B) 0.6 Title I Aide * 1.0 ERI 1.0 Special Ed 1.0 Secretary</p>	<p><b>Thomas Gumper</b> School Principal 14 SCHPRINCPL</p> <p><b>WHV**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Academic 1.0 Special Ed 1.0 Title I Aide * 1.0 HO 1.0 BT 1.0 TBD 1.0 FT 1.0 Emp. Counselor 1.0 ERI 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>WHV-RGC</b></p> <p>1.0 Academic 1.0 Title I Aide * 1.0 Secretary</p> <p><b>WHV Voc. Village</b></p> <p>1.0 Cosmetology 1.0 Cosmetology 1.0 3D Printing/Robotics 1.0 CDL/Forklift 1.0 Comp Service Tech 1.0 ERI</p>	<p><b>Belle Bodell</b> School Principal 14 SCHPRINCPL</p> <p><b>DRF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Academic 1.0 Emp. Counselor 1.0 ERI 1.0 Secretary 1.0 FT</p> <p><b>MRF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 ERI 1.0 HO 1.0 FT 1.0 Title I Aide * 1.0 Spec Ed 1.0 Emp. Counselor 1.0 Secretary (shared with WCC)</p> <p><b>WCC</b></p> <p>0.5 Secretary (shared with 6895)</p>	<p><b>Jim Gorlick</b> School Principal 14 SCHPRINCPL</p> <p><b>TCF**</b></p> <p>1.0 Academic 1.0 Special Ed 1.0 Special Ed 1.0 Special Ed 1.0 Spec Ed 1.0 Title I Aide * 1.0 Title I Aide * 1.0 Title I Aide * 1.0 ERI 1.0 FT 1.0 Emp. Counselor 1.0 Secretary</p> <p><b>MRF</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 ERI 1.0 HO 1.0 FT 1.0 Title I Aide * 1.0 Spec Ed 1.0 Emp. Counselor 1.0 Secretary (shared with WCC)</p> <p><b>WCC</b></p> <p>0.5 Secretary (shared with 6895)</p>	<p><b>Tony Costello</b> School Principal 14 SCHPRINCPL</p> <p><b>LCF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 FT 1.0 ERI 1.0 Trade TBD 1.0 Secretary</p>	<p><b>Lynn Wood</b> School Principal 14 SCHPRINCPL</p> <p><b>JCF**</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Academic 1.0 Title I Aide * 1.0 Special Ed 1.0 Emp. Counselor 1.0 FT 1.0 ERI 1.0 Secretary</p> <p><b>JCS</b></p> <p>1.0 Academic 1.0 Academic 1.0 Academic 1.0 Title I Aide * 1.0 Emp. Counselor 1.0 ERI 1.0 Secretary</p> <p><b>RGC</b></p> <p>1.0 Teacher Aides ** 1.0 Teacher Aides ** 1.0 Teacher Aides ** 1.0 Emp. Counselor 1.0 Emp. Counselor 1.0 ERI-Job Dev 1.0 Secretary</p>
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\* Title I Aides Grant Funded (Title I grant)  
\*\* Teacher Aides Grant Funded (ABE/WIOA grant)  
Vacant  
Filled

15.0	25.0	16.0	21.0	25.0	22.0	28.1	23.0	8.0	24.0	6.0	25.0
Facility FTE Total											238.1

**MICHIGAN DEPARTMENT OF CORRECTIONS - Correctional Education - Offender Success Administration**  
**907 (b) & (f) GED COMPLETIONS FY 2018-2019**

	SCHOOL/FACILITY	GED SUBTEST YTD	GED PASSED COMPLETE YTD	PAROLED w/o GED YTD	APPROVED EXEMPTIONS YTD	DENIED EXEMPTIONS YTD	CTE (VOC) COMP. YTD	EMPLOYMENT READINESS COMP.	ENROLLMENT				NUMBER OF INSTRUCTORS
									Academic Seats	SP. ED	Employment Readiness	VOC (CTE) Seats	
LMF	Alger Facility	59	16	0	0	0	0	272	64	0	0	0	2
AMF	Baraga Facility	173	31	36	33	0	0	305	104	0	48	0	3
IBC	Bellamy Creek Facility	318	67	48	53	0	41	1072	243	13	62	18	7
LRF	Brooks Facility	99	20	33	32	0	40	88	138	0	0	18	4
DRF	Carson City Facility	201	49	51	51	0	31	178	185	0	30	34	6
STF	Central Michigan Facility	280	67	86	84	1	174	689	158	1	51	53	6
URF	Chippewa Complex	172	49	11	23	1	87	763	167	0	95	67	7
JCS	Cooper Street Facility	498	92	99	95	2	0	1516	238	0	110	0	5
JCF	G. Robert Cotton Facility	418	87	102	102	0	16	1106	238	10	57	32	7
ARF	Gus Harrison Facility	401	81	100	90	1	96	534	233	9	35	53	8
MTU	Handlon Facility	7	6	25	25	0	209	346	73	7	15	119	11
ICF	Ionia Facility	27	5	8	4	0	0	103	60	5	22	0	2
KCF	Kinross Facility	164	48	12	12	0	51	417	104	0	57	44	5
LCF	Lakeland Facility	65	17	18	24	0	41	302	28	0	12	33	3
MRF	Macomb Facility	144	37	0	36	4	61	160	206	7	64	71	6
MBP	Marquette Branch Prison	231	45	7	9	0	67	630	123	9	60	32	6
RMI	Michigan Reformatory	85	16	20	16	0	0	62	125	5	15	0	3
MCF	Muskegon Facility	99	22	24	22	0	51	201	66	0	31	73	4
NCF	Newberry Facility	292	56	31	36	1	31	778	138	0	43	35	4
ECF	Oaks Facility	46	12	16	16	0	0	10	47	0	0	0	2
SMT	Parnall Facility	265	61	64	64	2	302	1143	68	4	150	120	15
SRF	Saginaw Facility	226	40	55	55	0	72	483	234	18	16	50	6
SLF	St. Louis Facility	256	56	8	14	0	0	0	187	14	0	0	3
TCF	Thumb Facility	421	101	8	8	0	102	525	185	25	62	75	8
SAI	Sp. Alternative Incar.	681	148	0	0	0	0	1169	78	3	60	0	3
WHV	Woman's Huron Valley	771	156	83	77	2	122	1528	350	7	210	48	8
RGC	Egeler R&G												
	<b>TOTAL</b>	<b>6399</b>	<b>1385</b>	<b>945</b>	<b>981</b>	<b>14</b>	<b>1594</b>	<b>14380</b>	<b>3840</b>	<b>137</b>	<b>1305</b>	<b>975</b>	<b>143.5</b>



**FY 2018-19 MONTHLY BOILERPLATE REPORT**  
**SECTION 907 (b) & (f) COMPLETIONS BY TRADE September 2019**  
**COMPLETIONS BY VOCATIONAL PROGRAM**

FAC.	SCHOOL	Enrollment	Masonry Concrete	Enrollment	Auto Mechanics	Enrollment	Carpentry	Enrollment	Custodial Maintenance	Enrollment	CDL	Enrollment	Food Tech and Hospitality Management	Enrollment	Horticulture	Enrollment	Optical Tech Lab	Enrollment	Plumbing/ Electrical	Enrollment	Welding	Enrollment	Machine Tool GNC Tool
		Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD	Mo.	YTD
LMP	Alger Max. Fac.																						
AMF	Baraga Max. Fac.																						
IBC	Bellamy Creek					18	41																
LRF	Brooks Corr. Fac.											18	40										
DRF	Carson City Complex											17	31										
STF	Central Mich Complex	37	57			16	44							0	12			0	61				
URF	Chippewa Complex					31	41					35	45										
JCS	Cooper St. Corr. Fac.																						
JCF	Cotton Corr. Fac.											32	16										
RGK	Egeler Correctional Fac.																						
ARF	Gus Harrison - North											36	43			17	53						
MTU	Handlon Corr. Fac.			28	30	11	46							0	4			19	39	32	54	29	36
ICF	Ionia Max. Fac.																						
KCF	Kinross Corr. Fac.							20	32											24	19		
LCF	Lakeland Corr. Fac.											33	41										
MRF	Macomb Corr. Fac.											33	30	38	31								
MBP	Marquette Branch Prison					32	67																
RMI	Michigan Reformatory																						
MCF	Muskegon Corr. Fac.													36	22					37	29		
NCF	Newberry Corr. Fac.																	0	31	35	0		
ECF	Oaks Corr. Fac.																						
SMT	Parnall Corr. Fac.	24	98	19	24	22	19	24	48	14	75											29	38
SRF	Saginaw Corr. Fac.					13	35					35	67										
SLF	St. Louis Corr. Fac.																						
TCF	Thumb Corr. Fac.					21	45					32	57										
SAI	Sp. Alternative Incar.																						
WHV	Huron Valley Women's					18	59	0	22			0	10	30	31								
	<b>TOTAL</b>	<b>61</b>	<b>155</b>	<b>47</b>	<b>54</b>	<b>182</b>	<b>397</b>	<b>44</b>	<b>102</b>	<b>14</b>	<b>75</b>	<b>271</b>	<b>380</b>	<b>104</b>	<b>100</b>	<b>17</b>	<b>53</b>	<b>19</b>	<b>131</b>	<b>128</b>	<b>102</b>	<b>58</b>	<b>74</b>

Vocational Programs Not Offered at: Alger, Baraga, Cooper St., Egeler (Intake Center), Ionia, Michigan Reformatory, Oaks, St. Louis and Special Alternative Incarceration.

**MICHIGAN DEPARTMENT OF CORRECTIONS - Correctional Education - Offender Success  
2018-19 Final Report - 907 (b) Vocational Program Non Completions and the Reason Why**

<b>MDOC #</b>	<b>Last Name</b>	<b>Orginal Facility</b>	<b>Transfer Facility</b>	<b>Program</b>	<b>Date of Transfer</b>	<b>Reason Why</b>
875261	Warner	MBP	MTU	Carpentry	10/10/18	Paroled
239376	Bothwell	MCF	SMT	Horticulture	03/21/19	Paroled
198235	Sartin	MRF	JCF	Food Tech	10/02/18	Paroled
739968	Parker	NCF	JCF	Welding	03/20/19	Paroled
863668	Eldridge	LMF	SRF	Employment Readiness	10/03/18	Paroled
697260	Nuke	LMF	MRF	Employment Readiness	10/10/18	Paroled
229208	Rodgers	LRF	JCF	Employment Readiness	10/23/18	Paroled
930984	Martin	AMF	LRF	Employment Readiness	10/15/18	Paroled
724373	Watkins	LMF	LCF	Employment Readiness	02/11/19	Paroled
365875	Mabone	MBP	SMT	Employment Readiness	06/26/19	Paroled

## Sec. 907 (c)

**The steps the department has undertaken to improve programs, track records, accommodate transfers and offenders with health care needs, and reduce waiting lists.**

### **Improving Programs**

Correctional Education in Michigan is a forerunner in the nation in providing quality educational services to prisoners. Dedicated staff ensure continuous quality improvement, as well as standardized processes to ensure efficiency in the following areas:

### **Education Orientation at Reception Centers**

Correctional Education is focused on the successful transition from the prison to the community starting at Intake. A new, coordinated process was implemented to ensure each prisoner's academic, vocational, and workplace history is recorded and documented, as well as allowing staff an opportunity to advise newly incarcerated individuals on educational opportunities offered statewide to assist in the rehabilitation process. This process includes in-depth assessments of individual aptitudes, and interests both academically and vocationally. Additionally, prisoners develop education and employment plans with an Employment Counselor designed to maximize their potential for successful reentry. Every effort is made to ensure all students reach their educational potential.

### **Career and Technical Education (CTE)**

CTE programs provide prisoners with specific trade instruction, technical skills and soft skills competencies critical to finding and maintaining employment. Vocational programs are responsive to labor market and employer demands. These programs will lead to state and/or nationally recognized certification upon completion. Correctional Education provides programming in a flexible schedule offering open entry and open exit enrollment as well as a cohort model for some programs.

The Department has taken many steps this year to improve vocational programs.

- Computer Coding was added at the Parnall Correctional Facility Vocational Village. The program in partnership with The Last Mile and GOOGLE provides computer coding training to prepare students for release into today's high-tech environment. The curriculum provides software development training in two six (6) month programs. Students in this program will participate and develop highly marketable personal and professional skills that are relevant and competitive in today's business environment. Students will gain firsthand knowledge in web development, application, coding and entrepreneurial skills.

- Cosmetology is being added to the Women's Vocational Village at Huron Valley Correctional Facility (WHV). The program combines the theory and practical application needed to prepare graduates for entry-level positions in the cosmetology profession. Students must complete 1,500 clock hours for this program; attendance is mandatory. Successful completion of this program and the 1,500 requisite clock hours qualifies graduates to take the state board test for licensure in Michigan.
- 3D Printing/Robotics training is being added to the Women's Vocational Village at Huron Valley Correctional Facility (WHV). Students will learn about the evolution of digital fabrication with a full overview of the manufacturing industry and related technologies. Each hands-on, project-based learning (PBL) course will let students design and fabricate 3D objects using computer-aided design (CAD) software and 3D printers. Students will experience the design process and become familiar with the advantages and limitations of each 3D printing technology in terms of precision, resolution, and material capabilities. Students will analyze real industry cases and apply 3D printing technology appropriately while gaining hands-on experience with two leading 3D printing technologies employed in manufacturing today. The FAUNUC robotics training is a stackable credential added to the 3D Printing program. Students develop skills and knowledge including safety, terminology, basic robot operation, setup procedures and programming with hands-on training with a FANUC Robot.
- CDL training will be expanded to the Women's Vocational Village also. The program will provide employment training and development, specific to the Transportation Industry, which will enable successful entry into a career in Professional Truck Driving. Students will receive virtual instruction through the use of simulators in various driving scenarios and road conditions. Students will also complete coursework and hands on exercises to obtain a Powered Industrial Truck Operators permit (Forklift).
- Parnall Correctional Facility piloted a Renovate, Repair and Paint certification through the Environmental Protection Agency (EPA). This is a stackable credential that was added to the carpentry program. The course is 8 hours in length and includes lead safety training approved by the EPA or applicable EPA-Authorized state program. Any contractor performing qualifying work on pre-1978 homes or child-occupied facilities must employ at least one Certified Renovator who has successfully completed this training.
- A majority of CTE programs received a large investment in equipment upgrades. New CNC mills were added to the CNC program at Parnall. Solidworks software was added to the CNC programs at Handlon and Parnall Correctional Facility also. This is a software program that is very common in the industry and was added to better assist students with industry recognized programming once released. Carpentry programs had safety upgrades with saw-stops and four programs added a CNC wood working machine to their programs. Food Technology went through a big investment into equipment upgrades. Most programs replaced ageing stoves, refrigerators, freezers, ice machine and ovens. New forklifts were added to Handlon, Parnall, Bellamy Creek and Huron Valley Correctional Facility.

## **Employment Readiness (ER), Resume Workshop (RW) and Workforce Development Programs (WFD) and Services**

Employment Readiness is using the most up to date program material and is offered at an earlier date during the offender's incarceration. Employment Readiness includes the completion of Microsoft Digital Literacy and FDIC Money Smart credentials. In addition, a Resume Workshop was implemented to ensure that every student is released with a functional resume to assist in obtaining gainful employment post-release. This program is offered within six months of the offender's release date.

Workforce Development Referral (WFD) packet is a compilation of documents identifying accomplishments that offenders have earned throughout his/her incarceration. This file includes a working resume and cover letter, state or national certifications/credentials earned, a record of their institutional work history, and a record of the programming they completed while incarcerated.

The Education Section has taken the following steps to improve:

- Continued to develop partnerships with field agents and community stakeholders to ensure a smooth hand off and increased communication efforts to ensure articulation of offenders' educational achievements while incarcerated.
- Educated Community Service Providers and fiduciaries at statewide trainings to ensure comprehensive understanding of Educational services provided prerelease.
- Provided Professional Development Training to staff while identifying process improvements and best practices.
- Standardized delivery of Employment Readiness curricula statewide.
- Continue to improve quality assurance through review and tracking of:
  - Certificate of Employability
  - Workforce Development Packets
  - Resumes
  - Vital Documents
  - Vocational Counseling
  - CareerScope
  - WorkKeys testing

- Implemented a new WorkKeys testing process. WorkKeys testing is now administered during the CTE programs to improve National Career Readiness Credential outcomes. Students will be able to use the knowledge they have gained through their class and apply it to the assessment.

### **Vital Documents**

Vital Documents involve assisting prisoners in obtaining their birth certificate, Social Security card and State ID/Driver's License in order to enhance an offender's ability to obtain employment post release.

- Reentry funds have been allocated to pay for the cost of birth certificates, increasing the prisoners' ability to obtain vital documents.
- Continue the vital documents process for prisoners to ensure they leave prison with their documents in hand.
- Expanded a partnership with the Michigan Department of State to assist prisoners in obtaining a State ID/Driver's License. Continued discussions to increase the number of Mobile Units and a Memorandum of Understanding between the Department of Corrections and Department of State
  - April 2, 2019 Mobile Unit at MTU, assisting 96 prisoners in obtaining their State ID/Driver's License.
  - July 10, 2019 Mobile Unit at MRF assisting 94 prisoners in obtaining their State ID/Driver's License.
  - September 4, 2019 Mobile Unit at ARF assisting 93 prisoners in obtaining their State ID/Driver's License.
- Sustained an expedited Social Security card application process for prisoners who receive a Non-Fixed Date (NFD) parole and are paroling within 28 days of the Parole Board's decision.
- Instituted a new process where Birth Certificates would be obtained for all prisoners at reception
- Continuing discussion with the Social Security Administration regarding a new Memorandum of Understanding in order to have a more effective process in obtaining Social Security Cards for prisoners.

## **Academic**

The Michigan Department of Education continues to focus on district-wide and individual school improvement plans. As a result, the District Improvement Plan is updated yearly and School Improvement Plans for required facility schools have been implemented.

- Expanded content specific instruction to numerous facilities. This model varies based on the number of teachers at each school. The model started at the Thumb Correctional Facility where seven Academic Teachers provide instruction in a specific Adult Basic Education and General Education Diploma content area. The school schedule is set up to include quarterly marking periods in specific content areas. At the end of each month students are evaluated for potential GED testing in the specific subject area they were assigned. Students are evaluated to determine the new subject area assignments. The effectiveness of these instructional plans will continue to be evaluated by the Academic Advisory Committee to determine best practices that will be recommended for use in schools statewide.
- Aztec educational software was implemented for the Prisoner Programs Information Network (PPIN). It focuses on GED preparation.

## **Special Education**

Special Education programs allow eligible students specialized instruction to meet their needs in the least restrictive environment. Goals are developed and monitored by certified Special Education teachers to best meet the needs of students.

- The process of identifying potential special education students has improved allowing a faster, more accurate identification through the use of the Michigan Student Data System (MSDS). This improvement in identification allows for more accuracy and less delay in identification.
- Centralized staff who monitor processes involving special education.
- During the 2018-2019 program year the MDOC continued to actively participate in a Learning Disability program with Michigan Rehabilitation Services and Center for Independent Living to address job placement, financial literacy skills and academic needs for Corrections prisoners with learning disabilities at the Thumb Correctional Facility.
- The MDOC continues to use various software applications to address the very low functioning and non-reading students. This computerized instruction is effective with the individualized instruction in the classroom. In addition, a web-based application is being implemented to allow for seamless writing, implementation, and monitoring of Individualized Education Programs (IEPs) throughout the MDOC.
- MDOC Special Education has developed book clubs to create an environment that allows for reading experiences for all reading levels, utilizing multicultural material; encouraging literacy among Special Education students.
- There has been continued assessment for testing accommodations for offenders.

- Training was provided to Special Education teachers to enhance their skills and become more effective classroom teachers both on a department-wide basis and regionally at designated facilities. Training continues to be conducted for staff for continued improvement on the IEP process and Special Education compliance. During the 2018-2019 school years, training was provided including topics such as transition, setting appropriate goals, and programs/services available to students.

### **Post-Secondary**

Correctional Education continues to partner with several post-secondary providers to offer college classes inside prisons. These classes are credit-bearing and are either grant funded or self-pay.

- Students can take classes via correspondence courses or in-person from various post-secondary providers. Correspondence courses are available at all CFA facilities and are governed by Policy Directive 05.02.119.
- Jackson College, Delta College, and Mott Community College are participating in an Experimental Sites Initiative that is providing Federal Pell Grant funding to otherwise eligible individuals who are incarcerated, likely to be released within five years of enrollment, and who are eligible for release back into the community. These colleges are currently providing credit bearing classes to 702 students at eight correctional facilities. Classes vary, but generally focus on business and entrepreneurship degrees.
- Calvin College is offering a Christian liberal arts education to 75 students. Those that are chosen through an application process are enrolled in a five year program, through which they earn a Calvin College Bachelor's Degree in Ministry Leadership.
- This year the expansion of the Pell initiative was announced. The Department provided eight letters of support to potential partners.

### **Track Records**

The Monthly Utilization Report was revised to make data easy to enter, accurate in content, and accessible in form.

### **Accommodate Transfers**

- Continued a centralized process to identify prisoners who are eligible for CTE and post-secondary placement and initiate prisoner transfers to facilities to accommodate.
- Reduced unnecessary transfer of students enrolled in Core programming with the issuance of DOM 2017-17. The DOM indicates that educational programs such as Academic, CTE and Employment Readiness are considered Core Programming.



Students enrolled in Core Programming must have an active department detainer while enrolled. The detainer will prevent enrolled students from transferring and causing a non-completion or a delay in completion with the exception of health care and security reasons.

- All correctional facilities offer academic education. Transfer of these offenders does not impact non-completions due to the subsequent enrollment at the receiving facility.

### **Detainers**

- Upon enrollment in Academic, Vocational, and Employment Readiness Programming, a detainer is placed in Offender Management Network Information System (OMNIS) in order to hold the offender at the facility where they are housed until completion of programming. At the point of completion, the detainer shall be removed.
- If a transfer becomes necessary for a student enrolled in an academic program, (such as, but not limited to security reasons or security level increase), Central Office staff are notified of the transfer as well as the secretary of the receiving facility so that offender can be re-enrolled upon transfer. This will prevent a lapse in an students education due to a transfer.
- If a transfer becomes necessary for a student enrolled in a Vocational Program, central office staff is notified to approve or deny transfer and removal from programming. Approved reasons for transfer of a vocational offender are limited to security level increase, parole and approved security reasons, to allow the offender an opportunity to complete programming without interruption.

### **Accommodate Students with Health Care Needs**

Accommodations are provided per department policies, such as providing an American Sign Language (ASL) certified interpreter as necessary to deaf/hearing impaired offenders enrolled in school programs.

### **Reduce Waiting Lists**

- Defined new criteria to reduce the statewide waiting list.
- Concentrate resources on offenders within two years of release date.
- Monitor program hours to assure offenders are completing programming at an appropriate pace.
- Provided academic workshops to improve completion rates.

- Continued to identify “Fast Track” prisoners, capable of completing the High School Equivalency (HSE) exam with minimal instruction time.
- Implemented new demand driven CTE programs including Tree Trimming/Line Clearance and Computer Coding.
- Prioritized prisoners for placement in CTE programs through the use of screening and eligibility criteria.
- Implemented a process to identify prisoners in waiting status on a statewide basis and transfer the offender to an appropriate facility that offers the trade.

### **Educational Technology**

- Correctional Education has continued to update technology statewide. Edovo wireless tablet technology has been implemented at four prisons and will be expanding to three more in 2019. Tablets are being used in the housing units at Thumb, Women’s Huron Valley, Bellamy Creek, and Baraga Correctional Facilities. The focus is allowing prisoners on educational and vocational waiting lists, as well as post-secondary offenders, to have access to education while in the housing units. Edovo has an incentive program that allows students to earn rewards (movies, games, music) minutes for every minute they spend on educational content. This is a great behavior management tool and has been well received by offenders and staff alike.
- The Department continues to make improvements to the Prisoner Programs Information Network (PPIN). Students are now regularly utilizing the network and applications (Edmentum, Aztec, Career Ready 101, Typing Ace, and Microsoft Digital Literacy) to remediate for standardized assessments and earn certifications. Easy IEP is being now used as special education software. HSE and Career Scope Testing both continue to be done monthly on the network.

**MICHIGAN DEPARTMENT OF CORRECTIONS - Correctional Education - Offender Success  
2018-19 Final Report - 907 (b) Academic Program Non Completions and the Reason Why**

<b>MDOC #</b>	<b>Last Name</b>	<b>Original Facility</b>	<b>Transfer Facility</b>	<b>Program</b>	<b>Date of Transfer</b>	<b>Reason Why</b>
977392	Briggs	URF	MCF	Academic	10/25/18	Discharged
509808	Winbush	OCF	SMT	Academic	10/17/18	Discharged
982769	Alexander	AMF	ICF	Academic	01/16/19	Discharged
970428	Goodlow	MBP	ICF	Academic	07/10/19	Discharged
162342	Spencer	URF	JCS	Academic	07/25/19	Discharged
298198	Smith-Bryant	TCF	MTU	Academic	02/05/19	Paroled
317972	Collins	AMF	MCF	Academic	10/08/18	Paroled
736348	Sanders	URF	JCS	Academic	10/18/18	Paroled
876235	Smith	URF	STF	Academic	10/18/18	Paroled
964299	Gutekunst	SRF	LCF	Academic	10/25/18	Paroled
356530	Erving	OCF	MTU	Academic	09/05/18	Paroled
254361	Wells	OCF	JCS	Academic	10/17/18	Paroled
352431	Traylor	OCF	MBP	Academic	10/17/18	Paroled
510341	Whiteside	JCF	KCF	Academic	10/29/18	Paroled
417592	Broadway	MBP	SMT	Academic	11/07/18	Paroled
346828	Clark	OCF	JCS	Academic	11/07/18	Paroled
433631	Hughes	OCF	JCS	Academic	11/07/18	Paroled
374082	Bolton	STF	IBC	Academic	11/08/18	Paroled
260361	Shanty	STF	MTU	Academic	11/27/18	Paroled
508591	Clemmons	SRF	MRF	Academic	11/29/18	Paroled
279417	Gorski	ICF	KCF	Academic	02/19/19	Paroled
923594	Byas	NCF	KCF	Academic	12/05/18	Paroled
886423	walker	ncf	kcf	Academic	12/11/18	Paroled
579502	Nelson	AMF	KCF	Academic	12/12/18	Paroled
821019	Jones	URF	JCF	Academic	12/13/18	Paroled
759305	Hayward	URF	JCF	Academic	12/13/18	Paroled
939539	McCarrick	URF	RMI	Academic	12/13/18	Paroled
892724	Bryant	JCF	MRF	Academic	12/18/18	Paroled
668154	Richards	URF	ARF	Academic	01/08/19	Paroled
337864	Thomas	URF	JCF	Academic	01/15/19	Paroled
694969	Willis	AMF	SRF	Academic	01/14/19	Paroled
256040	Smallwood	AMF	ARF	Academic	01/14/19	Paroled
679121	Spraggins	MBP	LRF	Academic	01/23/19	Paroled
509580	Quantrell	MBP	ZLI	Academic	01/23/19	Paroled

966333	Pratt	STF	JCS	Academic	01/24/19	Paroled
378824	Dillard	RMI	ARF	Academic	02/19/19	Paroled
184498	Brodie	URF	JCF	Academic	02/21/19	Paroled
275121	Starling	AMF	SMT	Academic	01/30/19	Paroled
806574	Nboyd	JCS	JCF	Academic	02/06/19	Paroled
795014	Curry	SRF	URF	Academic	02/07/19	Paroled
891859	Mitchell	STF	JCF	Academic	02/07/19	Paroled
102930	Tate	LMF	LCF	Academic	02/11/19	Paroled
207670	Carter	URF	LRF	Academic	02/14/19	Paroled
412370	Ferree	DRF	ECF	Academic	03/14/19	Paroled
629407	Herring	MRF	IBC	Academic	03/12/19	Paroled
830580	Mack	MBP	MRF	Academic	03/13/19	Paroled
646533	May	MBP	JCS	Academic	03/11/19	Paroled
465615	Black	STF	SRF	Academic	03/07/19	Paroled
945651	Hall	MBP	MRF	Academic	03/27/19	Paroled
458093	Morrow	LMF	SLF	Academic	04/01/19	Paroled
925270	Ikner	MBP	MRF	Academic	04/08/19	Paroled
751306	Brock	AMF	DRF	Academic	04/17/19	Paroled
974319	Adams	KCF	JCS	Academic	04/18/19	Paroled
420555	Manns	AMF	LCF	Academic	04/24/19	Paroled
365826	Love	SRF	MRF	Academic	04/04/19	Paroled
899770	Querry	MBP	SMT	Academic	04/01/19	Paroled
409405	Hodges	KCF	IBC	Academic	05/02/19	Paroled
957051	Fabijancik	URF	LCF	Academic	05/16/19	Paroled
654541	Woodley	MBP	JCS	Academic	05/15/19	Paroled
173241	Reno	JCS	NCF	Academic	08/20/19	Paroled
945323	Love	AMF	MRF	Academic	08/28/19	Paroled
696541	Faulk	AMF	MRF	Academic	09/04/19	Paroled
153284	Dixon	STF	MTU	Academic	09/12/19	Paroled
921385	Williams	AMF	MRF	Academic	09/16/19	Paroled
280462	Gleich	URF	SMT	Academic	09/19/19	Paroled
808747	Powell	SLF	STF	Academic	07/02/19	Paroled
979346	Echols	MBP	LCF	Academic	06/19/19	Paroled
487305	Ray	JCS	IBC	Academic	07/11/19	Paroled

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Section 907 (b)

Number of prisoners on waiting lists for each program by facility

FACILITY	FACILITY NAME	ACADEMIC	CAREER and TECHNICAL EDUCATION	EMPLOYMENT READINESS
AMF	BARAGA	161	107	240
ARF	GUS HARRISON	133	275	897
DRF	CARSON CITY	255	283	939
ECF	OAKS	222	34	287
IBC	BELLAMY CREEK	237	267	483
ICF	IONIA	124	12	157
JCF	COTTON	92	270	618
JCS	COOPER	67	430	945
KCF	KINROSS	165	230	361
LCE	LAKELAND	165	49	198
LMF	ALGER	203	82	179
LRF	BROOKS	140	109	371
MBP	MARQUETTE	101	146	331
MCF	MUSKEGON	86	94	178
MRF	MACOMB	161	155	729
MTU	HANDLON	204	98	223
NCF	NEWBERRY	79	256	252
RGC	EGELER	351	101	589
RMI	MICHIGAN REFORMATORY	200	58	180
SLE	ST LOUIS	164	10	235
SMT	PARNALL	138	391	776
SRF	SAGINAW	141	138	215
STF	CENTRAL	371	769	1875
TCF	THUMB	29	48	90
URF	CHIPPEWA	301	179	172
WCC	WOODLAND	68	29	119
WHV	WOMENS HURON VALLEY	173	319	911
TOTAL		4531	4939	12550

**FY 2018-2019 Boilerplate Report**

**Section 907 (d)**

Number of prisoners paroled without a high school diploma and with out a high school equivalency

**1801 prisoners paroled with out their HSD or HSE**

Sec. 907 (e)

**An explanation of the value and purpose of each program, for example, to improve employability, reduce recidivism, reduce prisoner idleness, or some combination of these and other factors.**

## **OVERVIEW**

Correctional Education policies ensure accountability, provide dynamic leadership for continually improving education strategy, and outline the programming and criteria for offenders who received these educational services. Corrections educators are a dedicated work force of individuals whose work is guided by the Prisoner Education Mission Statement and who strive for student success. The Education Manager acts as the school superintendent, providing leadership and direction to 275 education staff and approximately 6500 students on any given day. The Education Section is part of the Office of Offender Success, Executive Bureau.

Michigan Correctional Education is a trendsetter in providing quality, innovative educational opportunities to our population. This has been demonstrated through national recognition from the Correctional Education Association (CEA) who chose Michigan to host the international leadership conference in 2019. All Education staff were afforded the opportunity to attend the three-day event held in Detroit. Staff were able to attend breakout sessions specific to their interests and learn from other correctional educators about best practices from across the country. Additionally, our education administration holds leadership positions within professional educational organizations. Heather Gay has been elected president of the Association of State and Federal Directors of Correctional Education, Robert McGeorge serves on the State of Michigan Executive Development Committee for the Carl D. Perkins State Plan, and Tony Costello is a member of the Michigan Association of Community and Adult Education (MACCAE) and serves on the planning committee for the Michigan Adult Education Training Conference (MAETC).

There are many factors that contribute and/or impact recidivism. Correctional Education plays a key role in the Department's mission to ensure offenders are prepared to enter our communities and not return to prison. One of the most important components is offenders being job ready. The primary programmatic focus is the attainment of job preparedness skills that will lead to employment. Education is essential to recidivism reduction. Additionally, it should be noted that there are ancillary benefits to the education programs for the institution, which include a trained prisoner workforce, the development of soft skills, as well as the development of critical thinking skills (which result in a more manageable population), and engagement in positive activities through a more goal-oriented mindset.

## **Explanation of Value/Purpose of Each Program**

According to the US Department of Justice, Bureau of Justice Statistics, correctional populations report substantially lower educational attainment than the general civilian non-

institutional population. National studies consistently show the value of correctional education on the reduction of recidivism:

*2014 RAND Corporation How Effective is Correctional Education & Where do we go from Here?*

- For every dollar spent on correctional education, five dollars are saved on three-year re-incarceration costs.
- Prisoners who participated in correctional education have 13% higher odds of obtaining post release employment.

According to research compiled by Michigan Economic Development Corporation Office of Adult Education and the MDOC 49-51% of offenders arrive in prison without a high school diploma or HSE.

- Offenders who participate in basic education programs while incarcerated have lower recidivism rates than those who do not.
- Offenders who participate in basic education programs while incarcerated are more successful at finding and sustaining gainful employment upon release than those who do not.
- Students earning a HSE have a 22% higher earning potential than those without.\*\*
- Persons with lower levels of education attainment are more likely to be unemployed than those with higher levels of education.\*\*

During the 2018-2019 fiscal year, MDOC offenders passed 6399 High School Equivalency (HSE) subtests of which, 1385 earned a HSE.

Research shows that by improving employees' basic skills:

- Employees work smarter and better
- Employees cope well with change in the workplace
- Union/management relations improve
- Output and profitability increase

\*\*National Center for Education Statistics

**The following programs are offered through MDOC Correctional Education:**

#### **ACADEMIC EDUCATION**

Adult Basic Education and High School Equivalency Preparation (including HSE Testing) are provided for offenders without a high school diploma or HSE certificate. The curriculum focuses on math, science, social studies and reasoning through language arts. At the basic level it improves the academic functioning of the students, creating and improving their abilities to read materials such as job applications and doing mathematical operations such as counting currency and multiplication. The HSE preparation classes lead to the attainment of the HSE Certificate



## **SPECIAL EDUCATION**

Special Education programming is provided to eligible offenders in accordance with department policy and the Individuals with Disabilities Education Improvement Act (IDEA). A major purpose of Special Education services is to ensure that students with disabilities are provided a free appropriate public education designed to meet their unique needs and to have equal access to achieve the same goals as non-disabled students.

## **TITLE I**

Title I is a Federally-funded education support service offered to offenders who are under 21 years of age. Title I eligible students are enrolled in educational programming for 15 hours per week. The Department uses Federal Consolidated Application funds for hiring Title I Aides to address the low-level learners' academic deficiencies in math, reading, and language by providing one-on-one supplemental instruction assigned by the academic teacher. The funding provides a fair, equal, and significant opportunity for students to obtain the HSE credential prior to paroling to the community.

## **ENGLISH AS A SECOND LANGUAGE (ESL)**

English as a Second Language (ESL) is provided for students whose native language is other than English. It is designed to improve English language skills to the 5<sup>th</sup> grade level so that non-native speakers are better able to function in an English environment.

## **CAREER and TECHNICAL EDUCATION (CTE)**

CTE programs provide students with specific trade instruction, technical skills and soft skills competencies critical to finding and maintaining employment. These skills are transferable into community employment or college programming. The trades programs offer state and/or nationally recognized certification upon completion and are responsive to labor market demands. Students enrolled in select programs participate in the State Correctional Opportunities for Rehabilitation and Education (SCORE) projects. Under the supervision of CTE Instructors, students' complete projects for Habitat for Humanity, Department of Natural Resources, Department of Health and Human Services as well as many local non-profit organizations. These Service Learning Projects allow students to apply the learned skills to meaningful projects that benefit the State of Michigan.

## **EMPLOYMENT READINESS, RESUME WORKSHOP & WORKFORCE DEVELOPMENT**

Employment Readiness is a course lead by Employment Readiness Instructors and is delivered to enhance a prisoner's ability for successful reentry and sustainable employment in the community. Employment Readiness focuses on:

- Computer training
- Financial literacy
- Resume development

Resume Workshop was implemented during 2018-2019. It is a course lead by Employment Readiness Instructors and is delivered to prisoners within six months of their release date.

This program provides an opportunity for prisoners to:

- Update their resume
  - Improve interviewing techniques,
  - Build employability soft skills training
- Learn more about labor market trends before their release to support a successful transition from prison to the community

Employment Counselors focus on preparing prisoners for employment upon release. The following steps are taken to assist with this effort:

- Maintain the WFD referral packet, which compiles records of certifications and skills
- Determine eligibility for the Certificate of Employability
- Complete vital documentation applications
- Provide WorkKeys testing
- Deliver interest and aptitude assessments which are used in determining vocational recommendations
- Establish relations with employers and other stakeholders

### **VITAL DOCUMENTS**

Vital documents include obtaining Social Security cards, birth certificates and State IDs/Driver License for eligible offenders in order to assist them in obtaining sustainable employment for a successful reentry.

### **POST- SECONDARY**

The MDOC is currently partnering with several post-secondary providers to offer college classes inside prisons. These classes are credit-bearing and are either grant funded or self-pay. During 2018-2019, there was an expansion in post-secondary sites as well as the number of participants included in programs, with almost 200 more participants than the previous year.

- Jackson College, Delta College, and Mott Community College are participating in an Experimental Sites Initiative that is providing Federal Pell Grant funding to otherwise eligible students who are incarcerated, likely to be released within five years of enrollment, and who are eligible for release back into the community. These colleges are currently providing credit bearing classes to 740 eligible students at 8 correctional facilities. Classes vary, but generally focus on business and entrepreneurship degrees
- Calvin College provides a five-year grant and donation funded program in which students selected for the program can earn a bachelor's degree in Ministry Leadership.
- Offenders are offered the opportunity to take correspondence classes through several post-secondary providers. PD 05.02.119 outlines the criteria to take classes and pay for them. MDOC education staff assists offenders in navigating the process and proctoring.
- The Department provided nine letters of support to colleges as Pell expands nationwide.

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Section 907 (g)

**The number of prisoners not paroled on their earliest release date due to lack of a HSE and the reason those prisoners have not obtained a HSE**

Number of prisoners	Reason
14	Refused School - exemption disapproved by Principal and Warden