

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 309.55.04	Page 1 of 4
	Original Effective Date: 11/01/15	New Effective Date: 01/28/19
	Supersedes: 309.55.04	Dated: 03/01/18
	Administrator's Approval: Makda Fessahaye, Administrator	
Required Posting or Restricted:		
<input checked="" type="checkbox"/> Inmate <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 309 Resources for Inmates		
Subject: Mandatory Education		

POLICY

The Division of Adult Institutions recognizes the importance and value of educational programming as it relates to an inmate's reentry back to the community. Inmates who have been screened and identified with an educational program need for Academic Primary shall be required to attend school.

REFERENCES

Wisconsin Administrative Code s. DOC 309.55(4) (c) – Compensation; Exceptions; Refuses any work or program assignment
DAI Policy 309.55.01 – Inmate Compensation Plan
DAI Policy 309.55.03 – Adult Basic Education

DEFINITIONS, ACRONYMS, AND FORMS

Academic Primary Need – Assignment status for an inmate to complete GED/HSED requirements

A&E – Assessment and Evaluation

BOCM – Bureau of Offender Classification and Movement

COMPAS – Correctional Offender Management Profiling for Alternative Sanctions

CTE – Career and Technical Education

DAI – Division of Adult Institutions

DOC – Department of Corrections

DOC-2439 – Primary Program Status – Participation/Refusal/Withdrawal

DOC-2890 – Academic Program Need Waiver

GED – General Educational Development

HSED – High School Equivalency Diploma

TABE – Test Adult Basic Education

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TITLE 1-D Inmates- Inmates that are 21 or younger, entitled to a free public education, and enrolled in a regular program of instruction no less than 15 hours per week in an adult correctional institution.

WICS – Wisconsin Integrated Corrections System

PROCEDURE

I. Determination of Academic Primary Need

- A. Inmates who have been identified as having an educational program need for “Academic Primary” in accordance with DAI Policy 309.55.03 shall be placed on a waiting list to be enrolled in educational programming.
- B. Inmates housed at DAI facilities that offer educational programming and have an educational program need for Academic Primary shall be interviewed by education staff for enrollment into school in accordance with DAI Policy 309.55.03.

II. Prioritization of Academic Programming

- A. Priority access to educational programming shall be provided to eligible Title 1-D inmates with an identified academic or career and technical education need.
- B. Facilities shall make efforts to ensure inmates who meet the Title 1-D definition are enrolled in educational programming 15 hours per week or more until their identified need has been satisfied or they reach their mandatory release date.

III. Refusal to Attend School

- A. Inmates assigned an Academic Primary need who refuse to attend school shall be placed on Voluntary Unassigned Status and shall not be eligible for an inmate work assignment or compensation.
 - 1. Refusals shall be documented on DOC-2439.
 - 2. All refusals shall be recorded in WICS, COMPAS and Inmate Education File.
- B. Inmates on a waiting list for educational programming who have not been offered the opportunity to enroll in school may hold a facility work assignment until they are offered the opportunity to attend school.
- C. Facilities may establish procedures, whereby, an inmate may have a facility work assignment as long as the inmate attends school on a part-time basis or more, as defined by the facility’s operational requirements.

IV. Waiver of Mandatory School Requirement

- A. Waiver of the mandatory school requirement can only occur after a thorough screening and interview process has been completed and documented on DOC-2890 and placed in the inmate’s education files.

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- B. Decisions to waive mandatory education requirements shall be made by a multi-disciplinary team (i.e., consisting of Education, Social Services and/or Psychological Services and Security staff) with final approval from the Warden.

- C. Reasons for waiver of this requirement may include, but are not limited to:
 - 1. Behavioral, physical and/or mental health limitations as related to security.
 - 2. Time spent in school with minimal progress after educational interventions based on multi-disciplinary team recommendation.
 - 3. Successful documentation of homeschool completion in accordance with DAI Policy 309.55.03.

- D. Waivers must be reviewed and updated as factors occur that impact status changes for inmates.

- E. DAI Office of Program Services Education Director shall do a yearly review of the waivers to ensure consistency in policy implementation.

Administrator's Approval: _____ **Date Signed:** _____
Makda Fessahaye, Administrator

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date: 11/01/15	DAI Policy Number:	Page 4 of 4
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Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES**DEFINITIONS, ACRONYMS, AND FORMS****FACILITY PROCEDURE**

I.

- A.
 - 1.
 - a.
- B.
- C.

II.

- A.
- B.
- C.