

Connecticut Department of Correction
Unified School District #1

Annual Performance Report

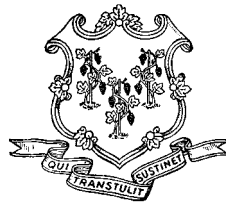
2002 – 2003

State of Connecticut
Department of Correction

Unified School District #1
24 Wolcott Hill Road, Wethersfield, CT 06109

Statement of Non-Discrimination

It is the policy of the Unified School District #1 that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against under any program, including employment, because of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, mental retardation, and past/present history of mental disorder, learning disability and physical disability.



Connecticut Department of Correction Unified School District #1

Mission Statement

The Connecticut Department of Correction Unified School District #1 is dedicated to providing quality educational programs for incarcerated individuals. Academic knowledge, vocational competencies and life skills integrated with technology are offered to students in a positive environment to foster lifelong learning, multicultural awareness and a successful transition to society.

Vision

The vision of Unified School District #1 is to be recognized as a community of dedicated professionals providing multifaceted educational programming to a diverse population in order to encourage the development of responsible citizens who will contribute to society in a positive way.



Significant Accomplishments of Unified School District #1 2002-2003

- Duplicated enrollment of 20,404 students
- Unduplicated enrollment of 12,983 students (does not include post-secondary)
- Average daily enrollment of 3,472 students
- 510 GEDs were awarded, 10 with honors
- 7 students were awarded External Diploma Program (EDP) Certificates of high school completion
- 1,578 students were promoted to higher class levels
- According to the Test of Adult Basic Education (TABE) students demonstrated academic gain of 3 years – 1 month in reading, 1 year – 6 months in math and 2 years – 5 months in language arts
- On the Employability Competency System (ECS) test students met the State indicators of program quality by gaining 6 scale score points per semester
- 6,479 students received programming in Family Education/Literacy programs
- 1,338 students received Transition Skills services
- 196 students returning to the community were placed into jobs, education, training programs or other social service agencies
- 262 students completed college courses within the Federal Youth Offender Grant Program
- 3,875 students received certificates of attendance or achievement in ABE, GED, TESOL, and Vocational Education
- 708 students received certificates of completion in Vocational Education
- 110 students participated in Tech Prep classes with 16 completers
- 50 Connecticut Career Certificate (CCC) Awards were earned
- 119 students were enrolled in apprenticeship programs with 45 completers
- 75 students were tutored in the LVA program
- 727 students participated in college programs and 3 Associate Degrees were earned
- 879 college credits were earned by students (all programs)
- 63 graduation ceremonies were held to recognize student achievement

Unified School District #1 2002-2003

Administrative Staff

Central Office:

William B. BarberSuperintendent of Schools
Angela J. Jalbert.....Director of Academic Programs
Diana Pacetta-Ullmann.....Director of Curriculum and Transition Services
Christine MurphyDirector of Special Education
David GallicchioDirector of Vocational Education

Sites:

Edward Korza.....PrincipalBergin CI/Brooklyn CI
Fred SgroDepartment Head.....Bridgeport CC
Joseph RiversPrincipalCheshire CI
Melissa Stubbs.....PrincipalCorrigan-Radgowski CI
Robert MatneyPrincipalEnfield CI
Gabriel Riccio.....PrincipalGarner CI/Webster CI
Mary GreaneyDepartment Head.....Gates CI
Dorothy Durst.....Department Head.....Hartford CC
Matthew Conway, Jr.PrincipalMacDougall-Walker CI
Robert StrawsonPrincipalManson Youth Institution
Caryn McCarthy.....Assistant Principal.....Manson Youth Institution
Maureen ReillyDepartment Head.....New Haven CC
Steven EllisPrincipalOsborn CI/Northern CI
Ronald NapperPrincipalRobinson CI
Roland JoyalPrincipalWillard-Cybulski CI
Dorthula Green.....PrincipalYork CI

Unified School District #1 Site and Program Location

**MacDougall CI-Walker
 Reception & Special
 Management Unit**
 (ABE/GED/TESOL/VOC/Spec Ed/LVA)

Hartford CC
 (ABE/GED/TESOL/Spec Ed/LVA)

Garner CI
 (ABE/GED/TESOL/Spec Ed/LVA)

**Manson Youth
 Institution**
 (ABE/GED/TESOL/VOC/Spec Ed/LVA)

Cheshire CI
 (ABE/GED/TESOL/VOC/Spec Ed/LVA)

Bridgeport CC
 (ABE/GED/TESOL/Spec Ed/LVA)

Webster CI
 (ABE/GED/TESOL/VOC/Spec Ed/LVA)

Robinson CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

Enfield CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

Willard-Cybulski CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

Osborn CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

Northern CI
 (Spec Ed)

Brooklyn CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

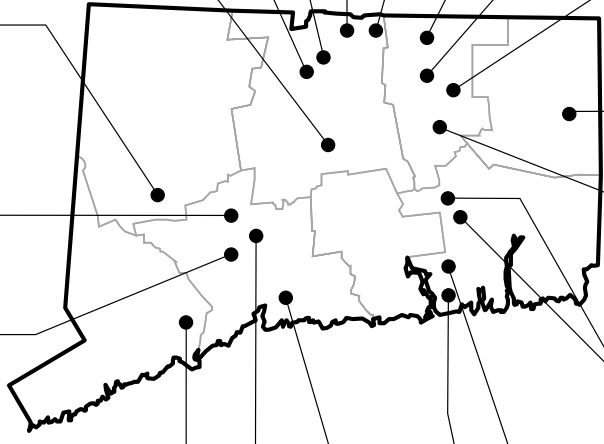
Bergin CI
 (Transitioning Programming/
 ABE/GED/TESOL/Spec Ed/LVA)

Corrigan-Radgowski CC
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

Gates CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

York CI
 (ABE/GED/TESOL/VOC/
 Spec Ed/LVA)

New Haven CC
 (ABE/GED/TESOL/Spec Ed/LVA)



Key

- ABE Adult Basic Education
- GED General Education Development
- TESOL Teaching English to Speakers of
 Other Languages
- SPEC ED Special Education
- VOC Vocational Education
- LVA Literacy Volunteers of America

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Important Facts and Figures

School Sites

18 Facilities (statewide)

State School Teachers

124

Vocational Instructors

41

Counselors

8

School Psychologists

8

Library/Media

8

Support Staff

24 (permanent)

Department Heads

5

Principals

10

Central Office Administrators

5

Unified School District #1

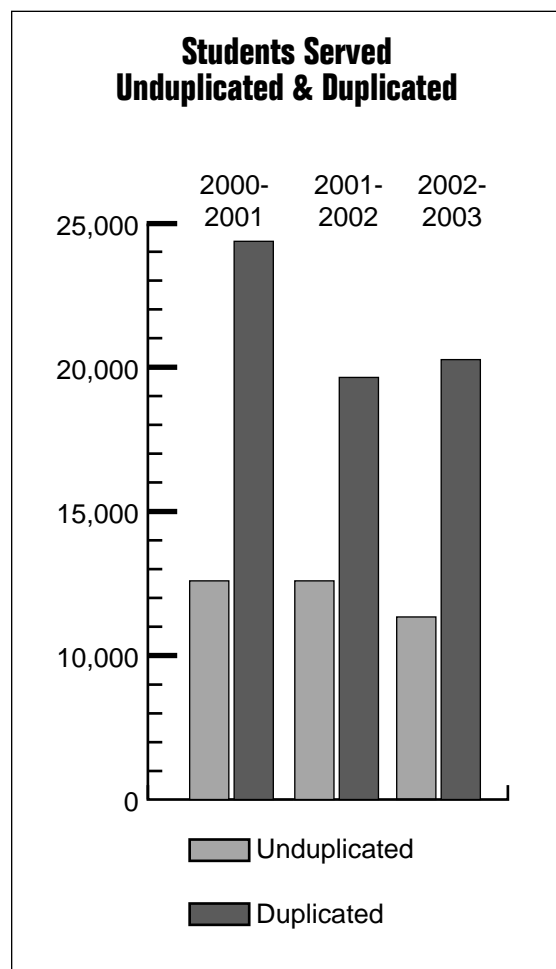
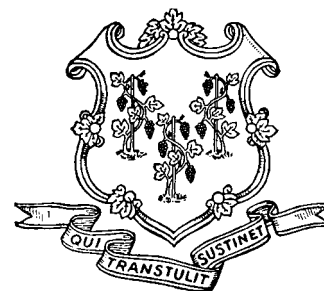
The Connecticut Department of Correction provides education programming through the Unified School District #1. The District provides academic and vocational training to inmates remanded to the Department's custody. Programs are flexible enough to accommodate a variety of learning styles and to provide sufficient structure to allow for the orderly assimilation of knowledge. Development of the learner's ability to reason and to know where to seek information is considered to be as essential as the mastery of facts.

In June of 1969, the state's General Assembly passed statutes formally establishing a legally vested school district within the Department of Correction. From a small and limited beginning, the district has grown to a multifaceted and dynamic part of the programs and treatment division of the Department. As the total prison population has grown, so has the number of students and variety of educational programs within the school district.

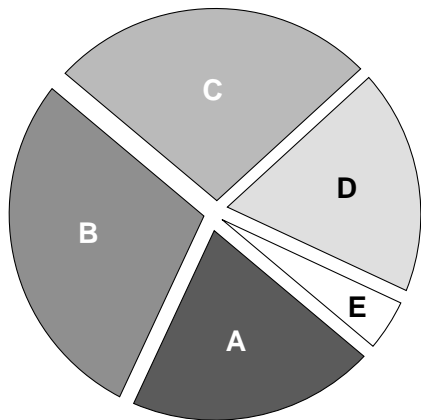
General Demographic Information

The Unified School District #1 (USD #1) had 18 schools serving the Connecticut Department of Correction (DOC) facilities in 2002-2003. Inmate students had an average age of 26. According to the Test of Adult Basic Education Test (TABE), on the average, students functioned on a 6th grade level in reading, math and language arts.

USD #1 served a total of 12,983 students in 2002-2003. Of this total, there were 20,404 class enrollments with approximately 1,413 women and 4,736 students under the age of 21. The average daily unduplicated enrollment was 3,472 students. These students attended adult basic education programs for 15 hours per week and students who attended vocational programs attended an average of 30 hours per week. Class size ranged from 12-18 students, depending on the program and available space. In addition, qualified students participated in post-secondary programs.



**Unduplicated Enrollment
of ALL Mandated Programs
(12,983)**



- A** ABE I - 2,762
- B** ABE II - 3,893
- C** ABE III/GED - 3,548
- D** VOC ED - 2,062
- E** TESOL - 718

Program Descriptions and Participation

General Information

USD #1 provides correctional education programs specifically developed to meet the unique needs of adult offenders. A comprehensive adult basic education (ABE) program serves as the foundation for all program offerings. The mandated program includes Adult Basic Education (ABE), General Education Diploma (GED) preparation and Teaching English to Speakers of Other Languages (TESOL). Alternative high school programs such as the External Diploma Program (EDP) vocational education, post-secondary education, and enrichment classes, including transition and parenting skills are also offered to eligible students.

For all levels of learners, beginning readers through secondary level, the USD #1 academic program provides intensive instruction in the foundation skills of reading, writing, and math. Curricular and instructional strategies are designed to foster the learning of concepts in real-world contexts. ABE teachers use an interdisciplinary approach to expose students to life and workplace skills such as responsibility, self-esteem, social skills, self-management, cultural sensitivity, and teamwork. Special consideration is given to students with disabilities and special programming is available to students with limited English proficiency. All classes are ungraded and operate on a twelve-month school schedule.

While basic employment skills are addressed through the literacy program, USD #1 also provides specific vocational training opportunities through an extensive vocational education program.

The provision of these programs meets the diverse needs of adult offenders and addresses the goals of USD #1. Studies indicate that participation in correctional education programs tends to reduce recidivism. From research conducted by USD #1 of 385 students who transitioned to jobs or education programs in the community, only 75 men and no women returned to prison within one year.

Adult Basic Education (ABE) I, II

The Adult Basic Education I & II program is designed to provide training in basic academic skills in the areas of reading, mathematics, language arts, general science and social studies. The program is directed toward increasing proficiency to the eighth grade level.

During the 2002-2003 school year 6,655 USD #1 students participated in basic education classes. Of these students, 2,862 students were under the age of 21. Community volunteers were recruited and encouraged to serve as tutors and mentors for students. Inmate tutors were also used to assist individual students with educational improvement. Computer assisted instruction was initialized as a supplement to the regular education program at all sites.

Adult Basic Education (ABE) III/ General Education Development (GED)

The General Educational Development program, also known as ABE III, is for students functioning above an eighth grade level who wish to earn a high school equivalency diploma through the examination process. Students receive a State High School Diploma upon successful completion of the test. The District awarded 510 GED Diplomas, 10 with honors.

During the 2002-2003 school year, 3,548 students participated in the academic skills areas of reading, language arts, mathematics, general science and social studies. There were 1,295 students under the age of 21. Volunteers from the community and inmate tutors were recruited, trained and encouraged to assist individual students with educational improvement. GED classes were supplemented with computer-assisted instruction. In addition, a Civics/Citizenship component was added to the social studies curriculum in ABE and GED classes this year.

External Diploma Program (EDP)

The state-approved External Diploma Program (EDP) was offered at the York and Cheshire Correctional Institutions. Seven (7) students earned high school diplomas through a series of "take home" projects and oral performance interviews. The program measures school skills acquired through life and work experiences. USD #1 is the only correctional school district in the United States that has graduated students through this alternative high school method.



USD #1 academic programs provide comprehensive instruction in basic reading, writing and math skills.



Proud students receive their State High School Diploma



Students are immersed in the English language through the Teaching English to Speakers of Other Languages (TESOL) program.

Teaching English to Speakers of Other Languages (TESOL)

The TESOL program is an instructional program for students whose primary language is not English. TESOL instruction helps students to speak, read and write English and assists them in developing the language skills necessary for overall academic and vocational progress. Certified TESOL teachers provided instruction in vocabulary and oral language development. As with the above programs, volunteers were recruited to assist student learners and computer assisted instruction was utilized as a supplement to the regular education program. There were 718 students who participated in TESOL instruction during the 2002-2003 school year. There were 149 students under the age of 21.

Vocational Education

Vocational education courses incorporate classroom instruction and occupational training. Thirteen sites provided students with the opportunity to learn 23 different trades and a variety of marketable skills in preparation for entry level jobs upon release. There were 2,062 students who participated in this program during the 2002-2003 school year with 430 students under the age of 21. Of these students, 708 received certificates of completion. The State Department of Education program for students to earn a Connecticut Career Certificate (CCC) was offered in the career cluster for Retail, Tourism, Recreation and Entrepreneurship. There were 50 students who earned this certificate by completing a rigorous program of academic, technical and employability skill requirements.



USD #1 teachers representing each trade area participated in curriculum revision and development to meet entry level industry standards. Community partnerships for services were established with many non-profit organizations to provide on-the-job experience to students in their respective fields. Technology was used extensively in most vocational classes and micro-computer application classes were offered as well.



Vocational education programs offer opportunities for hands-on experience.

Apprenticeship

Within the vocational education program is a smaller component known as the Prospective Apprenticeship Program. Coordinated through the State Department of Labor, this program provided real work training and experience for specific vocational programs. There were 20 different apprenticeship classes this year with over 119 students participating. Of these students,

106 were under the age of 21. Of the students who participated in the overall apprenticeship program, there were 45 students who completed their course work and received certificates.

Special Education Services

A comprehensive identification and referral process is used to identify those inmates who are remanded to the Department of Correction and have been found in need of special education services. Special education services are provided to students who have an Individualized Education Plan (IEP). Certified Special Education teachers and Pupil Services specialists provide special education services as deemed appropriate by students' Individualized Education Plans. Special education staff collaborate with regular education staff, whenever possible, to provide educational services in a least restrictive educational environment and with non-disabled peers. This collaborative effort provides for strategies and accommodations to ensure that special education students make satisfactory progress in the general education curriculum. Related services were provided in areas such as speech and language therapy whenever needed. There were 384 students who progressed to higher levels, with 22 students earning their GED diplomas.

Evening Program

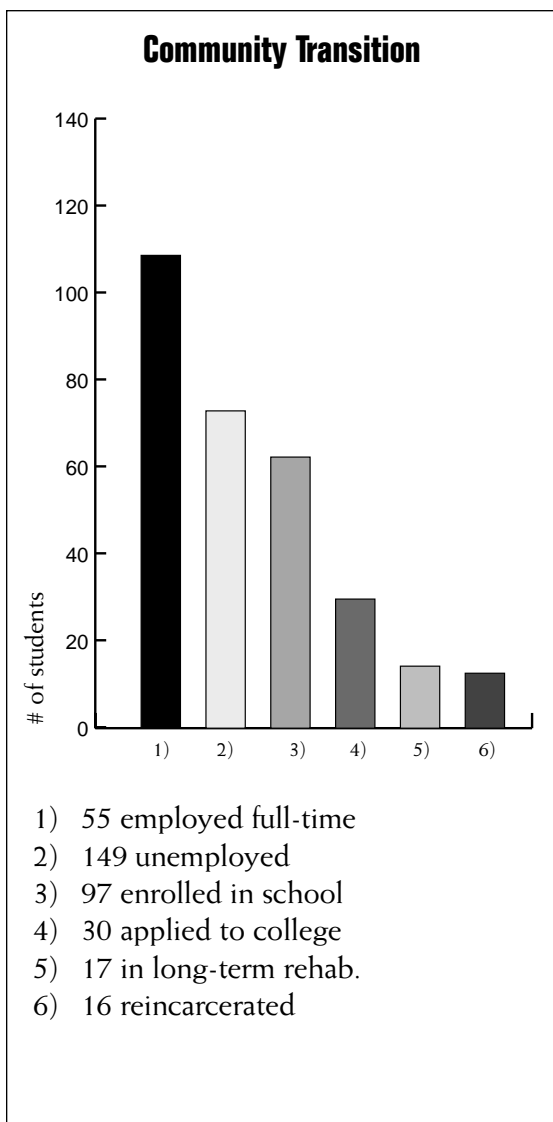
Unified School District #1 offered an evening school program during the 2002-2003 school year. With the support of the State Legislature, this program was created to help reduce ever-growing waiting lists for students who were expecting to join the day school program. Thirteen sites offered this program to 971 students. Classes were offered in areas such as ABE, GED, Pre-GED, Vocational Education, Word Processing, Computer Education and Business Skills. The overall school district waiting list was reduced by 62.5%. This program proved to be a great success by not only reducing school waiting lists but by decreasing inmate idleness and allowing students to work during the day and attend class at night as in the "real" world.

Volunteers

The Literacy Volunteers of America (LVA) program continues to be a strong component within the school district for additional student support. A total of 40 Literacy Volunteers at 5 sites provided services for 75 LVA students.



The Evening Program provides opportunities for students who would otherwise be on the school waiting list.





Fathers and their children connect through the "Read to Your Children" initiative.



The Building Maintenance Program is one of the many community outreach programs offered by USD#1.

Transition Training

The Unified School District #1 offered a comprehensive Transition Training Program for students. Full-time school counselors and the school district transition coordinator offered transition services to students throughout the district in order to prepare them to successfully transition to the community. The Adult Basic Education Program and the Youth Offender Program provided intensive transition training to students participating in these programs through the employment of part-time transition counselors. Counselors worked with 1,338 students individually, as well as with small and large groups, to expose students to life skills and employability skills needed to survive successfully in the working world. Student Portfolios were assembled with students to provide a vehicle to showcase achievements for employers and education programs within the community. Upon transition to the community, of the 225 students who were assisted with community transition, 196 were placed in various community jobs, education and job training programs or other social service support agencies. In follow up studies tracking students for one year after placement, only 16 students returned to prison.

Eight (8) job fairs were organized throughout the district with over 1,600 students attending, gaining valuable information and making important job linkages for future employment.

Family Education and Literacy

The Family Education and Literacy Program was incorporated within the school district Life Skills Program in response to the complex issues facing today's families and their children. Many of these issues involve work/family conflict, single parents, teen parents, substance abuse, violence, family communication and parenting styles. This program involves a variety of activities including the "Read to Your Children" initiative. This is an opportunity for incarcerated fathers to read to their children during facility visiting hours. Within some facilities, fathers are able to videotape their reading sessions and send them to their children. Other activities involve learning effective parenting skills, exposing students to children's literature and helping to strengthen the bond between inmate fathers/mothers and their children. As many as 6,479 inmate students at 8 sites participated in this program throughout the year. In some facilities, family dinners were introduced so that inmates could share a meal with their children at the culmination of a parenting class series.

Outreach

The Unified School District #1 participated in several outreach programs within the community. These programs took many forms, such as designing and producing pamphlets and brochures for non-profit organizations, fixing bicycles for needy children and creating braille books for the blind.

Outreach programs included but were not limited to the following:

The Bicycle/Wheelchair Repair program at Cheshire Correctional Institution delivered 276 wheelchairs that were refurbished and repaired for the "Wheelchairs for the World" program. These were distributed to third world countries such as Peru, Albania, Vietnam, India and China. Thirty bicycles were donated to the Salvation Army, forty bicycles were donated to the Homes for the Brave, forty bicycles were donated to Riverview Hospital and two bicycles to the Albanian American Moslem Community. The Pre-Voc program produced and distributed 269 items for 27 different community organizations. A total of 3600 man-hours were spent building these various wooden projects. This program also produced 94 items for the agency.

The small engine repair program at Enfield Correctional Institution serviced over 150 pieces of equipment for senior citizens from the community, expending 1265 man-hours. The building maintenance program completed projects for the Stafford Senior Citizens Center, New Britain Teen Pregnancy Program, New Britain Elementary School, and the Portland Police Department. The computer Education program transcribed 62 full-length books into Braille.

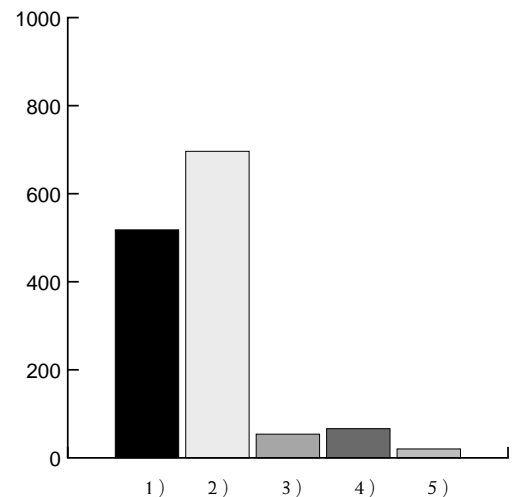
In addition, USD #1 began a partnership with the "Good News Garage" at two of our facilities. This program, an outreach of the Lutheran Social Services solicits donations of motor vehicles. The vehicles are then refurbished at three of our automotive shops, at no cost to the state, and then the Good News Garage donates them to needy people. For the academic year, we refurbished 16 automobiles and one van.

Number of Participants in USD #1 Programs for 2002-2003

Adult Basic Education (ABE).....	6,655
General Education Development (GED) Program.....	3,548
Vocational Education & Apprenticeship Programs.....	2,181
Teaching English to Speakers of Other Languages (TESOL)	718
Total	13,102

Certificates & Diplomas

- 1) GED Certificates of Diploma – 510, with Honors – 10
- 2) Vocational Certificates of Completion – 703
- 3) Apprenticeship Training Certificates of Completion – 45
- 4) Connecticut Career Certificates – 50
- 5) Tech-Prep Certificates of Completion – 16





District-wide testing provides program planning information for GED test purposes.



Students are vocationally assessed by using career software.

Personal and Social Development

An Extension Curriculum provides for student programming in the areas of Family Education and Literacy, Transition Skills, HIV/Aids and Sexual Harassment. As many as 6,479 students participated in the Family Education and Parenting program, 13,439 students participated in transition skills training, 5,224 students participated in HIV/Aids training, 2,552 students were involved in sexual harassment training and 1,823 students received suicide prevention training.

Technology

Over 12,230 students participated in some level of computer instruction throughout the year. Students were offered many opportunities to increase their computer instruction knowledge of basic academic skills in reading, language, math, science, social studies, and English as a second language. Technology was used extensively in most vocational classes and micro-computer applications were offered as well.

Student Services

Assessment

The USD #1 administers the Test of Adult Basic Education (TABE) to all incoming offenders to determine each offender's educational level. There were 3,089 tests administered during the year. Pre and Post-TABE testing is administered twice a year, September and May, to determine progress of students. On the average during the 2002-2003 school year, USD #1 students made impressive gains. Students improved their reading grade level by 3 years, 1 month, math grade level by 1 year, 6 months and language arts grade level by 2 years, 5 months.

As mandated by the Connecticut State Bureau of Adult Education, USD #1 participates in the Comprehensive Adult Student Assessment System (CASAS) by administering the tests for the Employability Competency System (ECS) to Adult Basic Education Students. This instrument measures a person's ability to apply reading and basic math skills that they will encounter in the workplace as well as in their personal life. During the school year of 2002-2003, over 2,386 tests were administered. Students made an average gain of 3 scale score points per semester, meeting the State Department of Education's expectations for program quality.

USD #1 also serves as the agency assessment center for the General Educational Development (GED) program, the largest preparation and testing site in Connecticut. During the school year, a total of 510 diplomas were awarded, 10 with honors. Over 150 students took the SAT test in preparation for post-secondary enrollment.

The National Occupational Competency Testing Institute (NOCTI) assessment was administered to 54 vocational education students in 7 sites who completed their course of study. This test has been mandated by the Connecticut State Department of Education and will continue to expand in the upcoming year. USD #1 students achieved a 98% pass-rate this year in the areas of Nutrition, Food Production & Services and Technology – Construction Systems.

Libraries

During the 2002-2003 school year, 8 professional library media specialists/librarians and 3 library aides were employed to oversee 14 libraries. The librarians were responsible for operating and maintaining inventories of unit libraries that circulated a total of 66,084 books to the entire inmate population.

Guidance Program

During the 2002-2003 school year, there were 16 full-time education counselors and psychologists serving the Unified School District #1. In addition, there were 12 part-time transition counselors. Every facility was served by at least one full or part-time counselor or psychologist.

Counselors/psychologists provided services such as group counseling, student recruitment for program participation and student placement in various classes. They also created and maintained career information centers and provided career guidance activities and placement services. Counselors/psychologists assisted students with the development of career path plans to enable them to make informed educational and occupational choices. Psychologists and counselors coordinated the administration of standardized education achievement tests, coordinated and administered the GED tests, and administered the vocational interest and aptitude tests. They also assisted students in developing problem-solving skills, communication skills and employability skills. Counselors and psychologists consult with staff members and assist with helping students achieve a level consistent with their abilities.



Career and education counseling is an important aspect of guidance activities. Full-time and part-time education personnel, as well as community volunteers, offer services in community placement and planning.



College programming provides an opportunity for students to go above and beyond the secondary education level.



Students who qualify for the Federal Youth Offender Grant Program take part in transition classes and college courses.



Students prepare for the working world by taking part in job skill training activities.

Continuing Education

Students with a GED or high school diploma were offered the opportunity to take part in continuing education. Appropriate post-secondary academic and vocational programs were provided to students who met eligibility requirements.

During 2002-2003, 479 students were involved in this programming. Three students received their Associate's Degree. A total of 879 college credits were awarded to students in all college programs.

Youth Offender Program

State community colleges courses, and academic and vocational post-secondary courses, coupled with transition services, were offered to Youth Offenders who met particular federal requirements for this special program. Students at 8 sites took part in the State and Community for Workplace Transition Training for Incarcerated Youth Offenders Program during the 2002-2003 school year. There were 786 college credits received by 262 students who completed this program.

Tech-Prep Program and DANTES Education

USD #1 also offered the Tech-Prep program to students who qualified. In 2002-2003 there were 7 courses taught by USD #1 teachers at 5 sites. There were 110 students who participated in one or more tech-prep courses. Of these students, 16 completed courses, achieving a total of 48 Tech-Prep credits.

There were 107 students involved in the DANTES college testing program offered at various facilities within the district. Twenty-one (21) tests were administered with 45 credits received.

Personnel

General Information

During the 2002-2003 school year, the Unified School District #1 employed 233 full-time education staff and 27 part-time staff. All teachers, instructors and administrators are appropriately State certified with an Initial, Provisional or Professional certification. All beginning teachers are registered in the State mandated program for Beginning Educator Support and Training (BEST).

Employment

In the 2002-2003 school year, 3 new academic teachers/vocational instructors were hired to fill vacancies in the district. All new full-time state employees attended the Department of Correction Maloney Center for Training and Staff Development for 6 weeks to receive training relative to correctional issues. All durational employees participated in facility orientation and training.

District Performance Information

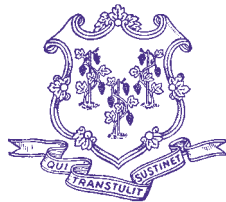
Unified School District #1 Student Performance Information

Performance Item	District
1) Overall growth gain on the Test of Adult Basic Education (TABE)	2 years of demonstrated gain over the course of one school year
2) Overall growth gain on Employability Competency System (ECS)	6 scale points per semester (met State standards of program quality)
3) Number of ABE, GED, Vocational and ESL students who received certificates of achievement and attendance	3,875
4) Number of students promoted to higher class levels	1,578
5) Number of students who received Vocational Certificates of Completion	708
6) Number of students who earned a Connecticut Career Certificate	50
7) Number of Apprenticeship students who received certificates of completion	45
8) Number of Tech Prep students who received certificates of completion	16
10) Number of students who earned GED diplomas	510
11) Number of students who earned their GED with honors	10
12) Number of students who earned their EDP Diploma	7

Theresa C. Lantz
Commissioner

Mary M. Johnson
Director
Programs and Treatment

William B. Barber
Superintendent
Unified School District #1



**State of Connecticut
Department of Correction**

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