

Joint San Francisco Public Library and Juvenile Justice Center
Proposed Study Hall Pilot

February 11, 2009

Rachel Bernstein, JJC SFP:

Joseph Tanner, SEIU Building Rep – JJC

Background Information

In today's school and job market, computer skills are a necessity for a young person attempting to apply for and succeed at most jobs and in all academic programs. The youth at Juvenile Justice Center (JJC) currently have, at best, limited access to computers. They are released from JJC without the computer literacy skills necessary for basic life tasks: for example, to complete an online job application or college application, to search and reply to online message boards for job seekers, or to expand their study skills through databases and other learning tools.

In Fall 2008, San Francisco Unified School District (SFUSD) teachers and the San Francisco Public Library (SFPL) librarian at JJC established a precedent by assisting five incarcerated youth in applying online and being accepted to San Francisco City College (CCSF) for the Spring 2009 semester. Several other youth are in the process of completing their applications. These young people have expressed a genuine and urgent desire to change the course of their lives upon release from JJC, and their success is partially dependent on the support and direction they receive from qualified adults. For example, the young men who have been accepted to CCSF must now complete detailed and challenging Financial Aid forms, which would be greatly facilitated by one-on-one support.

Study Hall, an idea originated by Joseph Tanner, Unit 4 counselor and Chief Shop Steward for SEIU 1021 at YGC, are one way in which San Francisco Probation Department, San Francisco Unified School District Woodside Learning Center, and the San Francisco Public Library can meet the needs of these students, as well as others who are exceptionally motivated to pursue their education or a job program upon their release.

We know that the recidivism rate of incarcerated youth is extremely high. Our belief is that the Study Hall Program, partnering with other initiatives at Woodside Learning Center, will be one component in decreasing the cycle of "crime, arrest, incarceration" that too often makes up the lives of these young people.

Study Hall Program Eligibility

Study Hall will be available only to youth who have attained the highest privilege level on their Unit - Step 4.

Participating youth will demonstrate motivation and ambition to pursue an academic and/or work program upon release. Since Study Hall will be offered once or twice a week during Open Recreation time, youths will be motivated enough to sacrifice their free time for this program. Interested youth will be evaluated and assessed by SFUSD Woodside Learning Center teachers, and may also be recommended for Study Hall participation by the SFUSD Transitional Counselor at JJC, by their counselors, or by the librarian.

Participating youth will be committed to rehabilitation and return to the community as an effective and contributing member.

Study Hall will be limited to only as many youth as can be effectively managed by tutors, with a goal of one or two youth per tutor.

Study Hall Program Procedure and Protocol

The program will be a partnership between the San Francisco Public Library, the San Francisco Unified School District, and the Juvenile Probation Department. Daily oversight will be provided by the Teen Services Librarian employed by San Francisco Public Library to work full-time at JJC. Tutors will work under the supervision of the SFPL librarian.

The SFPL librarian will be a tutor, and others will be drawn from Probation Department interns and masters-level library interns.

Each youth's program will be determined by that youth's interests, rather than being a standard curriculum. Youth will be paired one-on-one or in very small groups with a tutor. Together, the youth and tutor will identify the subjects or areas that will be the most beneficial to the young person. Using free online resources, primarily those available through the SFPL website, the tutor will provide lessons and activities for the youth to complete at a computer. The young person simultaneously will be learning the actual subject as well as gaining familiarity and knowledge of computer applications and interfaces, giving them essential computer literacy skills.

The SFPL librarian will assist the tutors in developing an online study program most appropriate to each youth. With full awareness of and sensitivity to the safety and security needs of the juvenile hall, tutors will monitor youths' Internet usage and ensure that the youths will access only those educational websites that the tutor has pre-selected.

Youth will learn how to use the San Francisco Public Library website and its online catalog. Through the SFPL website, post-release youth can access hundreds of educational databases and innumerable books that will give them greater autonomy and confidence as they focus on their education.

Study Hall will also include programs that increase other life skills, such as Managing Your Finances (for example, how to balance a check book and maintain a budget) and Basic Job Interview Skills. These programs will, when appropriate, include presentations by community organizations outside of JJC.

The SFPL library at JJC is the ideal setting for the Study Hall for several reasons. It is a neutral, calm, quiet space that the youth are already familiar with; it is away from the routine of their living units or the classrooms; and the youth then come to experience the library as a real-world resource, both inside and outside juvenile hall, in which they can access information and resources and get support from a qualified adult.

At this time, the librarian suggests a Pilot Program with 2 to 4 youths from Unit 4 having one or two Study Hall a week (Tuesday and Thursdays from 3:30-4:30 or 4:45pm). The Pilot Program will be evaluated by the partnering departments after two months, and adapted and/or expanded to other units and youths as appropriate. A possible consideration might be including students from different units at the same time as a measure of their growth and readiness to participate in Study Hall. This might also be a positive factor as evidence of rehabilitation and readiness to return to the community.

Current & Requested Resources

The San Francisco Public Library at JJC currently has two computers available for young people to work on when the librarian is available to supervise. In addition, there is table space for 4 to 6 youths to sit with laptops in the library. Since there are currently only two computer work stations, at this time only two youth can optimally participate at a time. The addition of laptops would enable us to provide Study Hall to more youth, providing life skills and educational preparedness that will be of untold benefit. A movable computer cart with laptops would allow Study Hall to continue in the Unit(s) on days when the JJC SFPL Library is not staffed.

It is imperative that the Probation Department provide necessary staffing to escort the youths from their unit to the library and to supervise the library while youth are present. Until that staffing is in place, Unit 4 counselor and SEIU 1021 Chief Shop Steward Joseph Tanner is willing to volunteer his time to make Study Hall a reality.

San Francisco JCC Probation Department has identified several Probation Interns who will work with students in the Study Hall.

Evaluation Criteria

Each Study Hall student will meet with the Transition Specialist at the beginning of participation in the Study Hall. Each student will self-select a course of study for transition back into the community based upon goals identified at conference with the Transition Specialist.

A needs assessment was administered to students, educators, and Unit Counselors to determine which skills will be offered for acquisition (see attached '*menu*').

Each student will self-monitor progress, with tutor oversight, the various modules that s/he has chosen for completion to meet identified goals.

Study Modules will be developed with a pre- and post-test, and specific criteria to determine the successful completion of a specific module

The JJC Unit Counselor will be providing written reports as an evaluative measure.

The absence of recidivism for these youth will be tracked as additional criteria for successful participation and/or completion of Study Hall.

Youth have expressed interest in individualized tutoring in the following areas: Math (especially for the GED), vocabulary building, reading comprehension and retention, Driver's Education online, as well as college-level coursework. The Study Hall strives to be an additional place for students to access college classes on-line – a partnership that is being developed with several of the community agencies and institutions that currently serve our incarcerated youth at the San Francisco Juvenile Justice Center.

Summary

Study Hall is meant as a complement and supplement to the strong curriculum and programs offered at the Juvenile Justice Center by San Francisco Unified School District Court Schools. There are also various excellent community programs offered to our students at Woodside Learning Center. Study Hall will allow one-on-one, youth-driven learning, and it will combine subject matter with vital information-literacy skills through online learning. The Study Hall Program is a meaningful support to the educational and academic growth for our youth.

Juvenile Justice Center and San Francisco Public Libraries

Study Hall Learning Modules

21 st Century Computer Literacy Skills	Self-advocacy Skills
Internet Skills: Technological Literacy	Tutoring: All Subject Areas
Learning to Type	Restorative Justice: Victim Restitution
Microsoft Office: Word, Excel, PowerPoint	Teenage Parenting: Single Fathers
Job Application Skills	Life Skills: Evaluation of and Appropriate Choice Making
Mock Interviews	Transition Planning for Release and Re-entry into Community
Public Speaking	Individual and/or Group Counseling
Career Exploration	Peer Mentor or Peer Tutor
College Application Skills	Reading Comprehension and Retention
College Search Skills	Vocabulary Building
High School Graduation Requirements	Driver Education
Articulation to Post-Secondary Options	Long-Distance Learning: Concurrent High School Enrollment, Community College classes
Financial and Budget Skills: Opening Bank Account; Balancing Checkbook; Budgeting	Reading for Pleasure – Book Club Discussion
Students in Special Education: Understanding the IEP	

Study Hall
Woodside Learning Center
Study Hall Enrollment

Name: _____ Unit: _____ Date: _____

Probation Officer: _____ Ethnicity: _____ Gender: **M** **F**

Parent/Guardian: _____ Relationship: _____

Address: _____ City: _____ Zip: _____

Phone #'s Home: _____ Work: _____ Cell: _____

Are you a parent? Yes No Are you in Special Education? Yes No

Most recent school attended Name: _____ City: _____

Transcript Review Total # of Credits: _____ Grade: _____ GED: _____ CyberHigh: _____

Please answer the following questions:

What do you want out of the Study Hall Program?

What are your short-term goals?

What are your long-term goals?

What help do you need to be successful in the Study Hall Program?

Setting Goals for the JJC Study Hall Program

What is the definition of a "goal"?

List a few ideas:

This is the definition of a goal in the dictionary:

A goal is something that you want to accomplish; a desired outcome. For instance, what is the point of football or soccer? To score a goal.

You are going to set some personal goals for your time at the Juvenile Justice Center (JJC).

List an example(s) of a personal goal:

See below for an example.

Using the worksheet provided:

List 3 goals: these goals should be something you would like to accomplish during your time at the JJC.

What 3 things do you need to do in order to accomplish each goal?

List 3 actions that you must do to complete each goal.

How will you know when you have achieved your goal?

List 3 things for each goal that you will use as evidence that you have achieved their goal.

Please review your goals with your Unit Counselor, parent(s)/guardian(s), or any individual that will support you in achieving your goals. We will keep a copy of your goals in your Study Hall folder so that you can review them from time-to-time and measure your progress toward achieving your goals.

EXAMPLE:

Name: Student Smith
Goals

Unit: U7

Date: Today

Write 3 goals for yourself:	For each goal, what 3 things will you do to achieve this goal?	How will you know you achieved your goal?
1. Make the Honor Roll	1) Complete all of my classwork and homework.	1) My GPA will be 3.5.
	2) Get help from the teacher if I do not understand something.	2) My citizenship grades will be S or better.
	3) Listen and participate in class.	3) My name will be listed on the bulletin board of Honor Roll students.

Study Hall
Woodside Learning Center

Name: _____ Unit: _____ Date: _____

Goals

Write 3 goals for yourself:	For each goal, what 3 things will you do to achieve this goal?	How will you know you achieved your goal?
1.	1)	1)
	2)	2)
	3)	3)
2.	1)	1)
	2)	2)
	3)	3)
3.	1)	1)
	2)	2)
	3)	3)