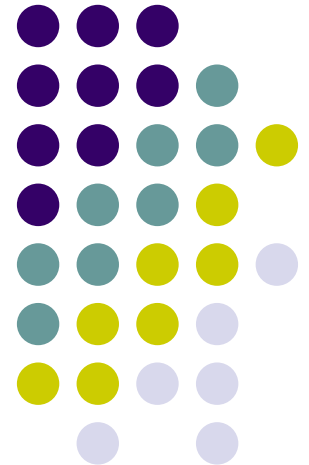


# CEA Staff Development

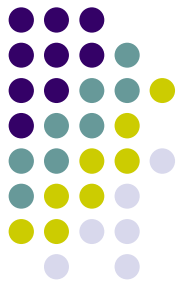
## CEA Programs & Services



# CEA: Who are we?



- CEA is a professional association for teachers and administrators working in correctional settings.
- Our membership is our primary purpose and focus.
- Our programs and services are how we serve our members.



# CEA Vision Statement:

- *CEA is the leading professional association in correctional education, both nationally and internationally, providing leadership, direction, and services to correctional educators and programs, and representing correctional education to broader educational, political, and social agencies.*

# CEA Philosophy Statement:



- *Correctional education is an effective rehabilitative program enabling detained and adjudicated adult and juvenile students to reassess their values, goals, and priorities in life in a positive way, while acquiring the personal, social, and technical skills necessary for a successful and permanent reentry into society as productive citizens, parents, and coworkers.*

# CEA Mission Statement:



- *The mission of the Correctional Education Association is:*
- *To prepare correctional students for a successful reentry into society by equipping them with academic, career/technical, and personal/social skills.*
- *To support correctional educators providing quality educational programs with opportunities for leadership, networking, publication, professional development, and personal growth.*
- *To increase community awareness and legislative support for correctional education through public relations and legislative advocacy.*



# Why did I include that?

- Because everything that CEA does should be unified to our mission.
- The CEA Executive Office is the means by which the Board's vision is implemented.
- We “execute” the ideas and make them reality.

# Or Visually...



From the Executive Board



To the Executive Director & Staff



To Our Members in the Field



# Alrighty then... so what do we DO?????



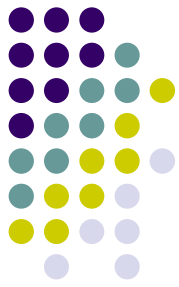
- MEMBERSHIP SERVICES
- CONFERENCES
- STANDARDS & ACCREDITATION
- DISTANCE LEARNING
- ADVOCACY

# MEMBERSHIP



- Have a variety of membership categories
- Members receive quarterly Newsletter, Journal, and annual Directory.
- Special Interest Groups
- Insurance Discounts through the Trust for Insuring Educators
- Reduced Rates at conferences

# Membership Services: Awards



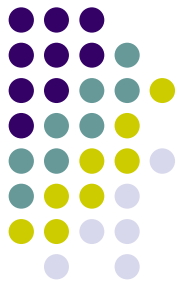
- CEA offers the following awards annually:
  1. Austin MacCormick Award – Best practices program
  2. Al Maresh Award – technology
  3. Lifetime Achievement Award – life long contribution to the field.

Award applications are available on the web:

<http://www.ceanational.org/awards.htm>

**DEADLINE FOR APPLICATION: MARCH 1<sup>st</sup>!**

# Membership Services: TOYS



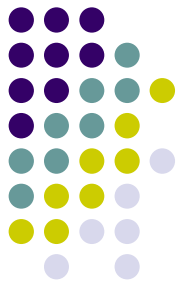
- CEA annually recognizes Teachers of the Year (TOYs) from each Region.
- Each region selects the recipient and covers the costs to send the teacher to the annual Conference.
- Questions about TOY awards should be directed to the appropriate Regional Director.

# Membership Services: Scholarships

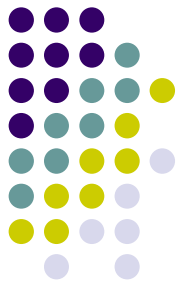


- CEA has a scholarship program available for individuals who have been members of CEA for three years or longer.
- Application must be made 90 days prior to anticipated participation.
- Application available online:  
<http://www.ceanational.org/awards.htm>
- Scholarship fund supported by \$5 from each individual conference registration.

# Membership Services: Publications



- News and Notes – all membership categories receive this publication.
- Published in January, April, July, & October.
- Journal of Correctional Education – Clerical/Support Staff memberships DO NOT receive the publication.
- Published by Ashland University in Ohio.
- Comes out in March, June, September, December.



# Publication Contacts

- News and Notes – Heather Comstock
- Journal of Correctional Education

David Webb

[dwebb@ashland.edu](mailto:dwebb@ashland.edu)

419-289-5740

<http://www.ceanational.org/journal.htm>



# Membership Recruitment

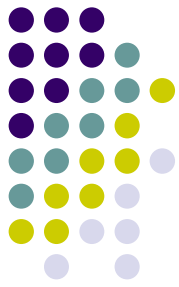
- CEA will provide materials for recruitment activities.
- Old newsletters, journals, applications, brochures, etc.
- Contact Hazel to have them sent.
- Recruitment Materials are available on the web: <http://www.ceanational.org/recruit.htm>

# Recruitment Funds Requests



- To receive these funds, please send a request to the office. In the request, please provide:
- Description of the event
- Date and location of the event
- Details on how CEA will get the credit (for example signs)
- Plans for recruitment (such as having current CEA members manning a table to talk to non-members)
- How many non-members you anticipate will be at the event
- Amount of funding requested. There is a limit of \$500 on the request.
- Who the check should be made payable to and where it should be sent.
- Once the event is over, please forward a report to the office.
- These should be sent to Heather.

# Who ya gonna call?



Refer all membership questions and issues to Hazel.

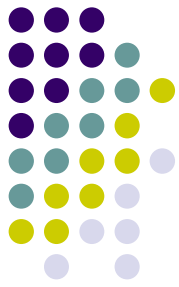
[hnoel@ceanational.org](mailto:hnoel@ceanational.org)

800-783-1232 xt 15

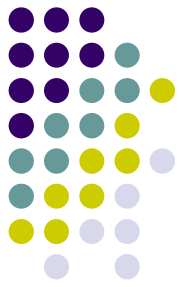
443-459-3085



# OPERATIONS



- All internal issues that support and facilitate the operation of CEA.
- Phones, computers, supplies, purchasing.
- All conference registrations – individual and exhibitor.



# CEA Conferences

- CEA conducts two conferences annually.
- CEA Leadership Forum – typically held in DC metro area. Held in March.
- CEA International Conference – moves around the country. Held in July.
- CEA Regions conduct conferences.
- Questions about REGIONAL events should be directed to the Regional Director.



# Who ya gonna call?

- Refer all questions about office operations and conferences to Charles.

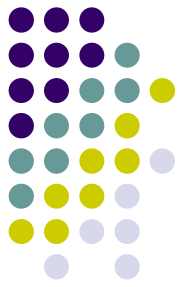
[cmoore@ceanational.org](mailto:cmoore@ceanational.org)

800-783-1232 xt 14

443-459-3084



# Accreditation



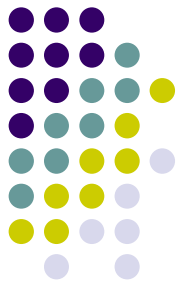
- CEA certifies and accredits correctional education programs in adult and juvenile institutions as well as jails/detention centers.
- CEA Standards Commission oversees the program administered by the office.

# Online Courses



- CEA offers TWO courses online.
- Fundamentals of Correctional Education
- Highly Qualified Correctional Educator (HQCE)

# Fundamentals of Correctional Education

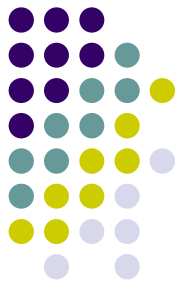


- Students can enroll anytime
- Credit through Ashland University
- 3 semester hours of undergraduate credit.
- Price: \$399

# Highly Qualified Correctional Educator (HQCE)



- Enrollment hinges on University calendar.
- Next class to start in January 2008.
- Credit and course offered through California State University San Bernardino (CSUSB)
- Completion of the three courses results in a certificate from CEA.
- 4 quarter credit hours – undergraduate, graduate, continuing education level available.
- Price: \$590 per course - \$1770 total. No financial aid available.



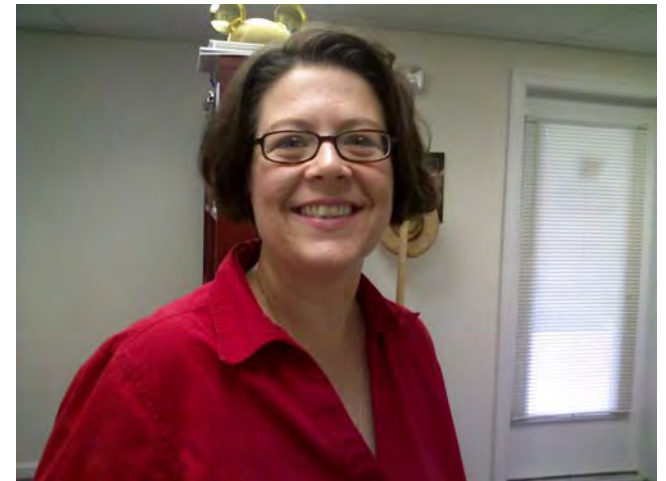
# Who ya gonna call?

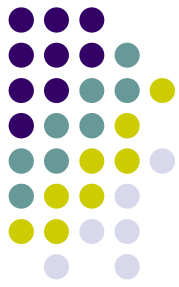
- Questions about accreditation, online courses, TLN billing, News and Notes, call Heather.

[hcomstock@ceanational.org](mailto:hcomstock@ceanational.org)

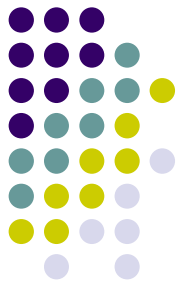
800-783-1232 xt 12

443-459-3082

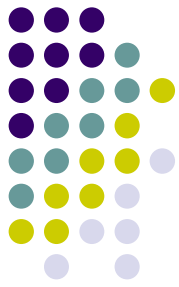




- Formerly the Corrections Learning Network.
- Fully self-sufficient by subscription fees.
- Annual fee is currently \$1,195.
- Subscription year is July 1 – June 30.
- We can work out payment arrangements.



- DO NOT contact Spokane or the ESD101 for anything. They are no longer involved.
- Send to her voice mail box at extension 16 or take message and call her.



# Who ya gonna call?

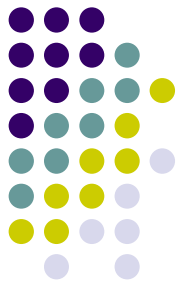
- Transforming Lives Network! Questions about programming and schedule. Limited tech support for signal.

[acharles@ceanational.org](mailto:acharles@ceanational.org)

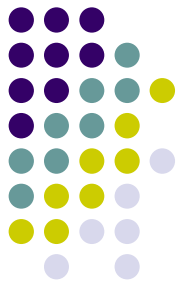
800-783-1232 xt 16



# ADVOCACY



- CEA advocates for correctional education on federal, state, and local levels.
- All media inquiries should be directed to Steve. By Executive Board policy, he is the spokesperson of the Association.

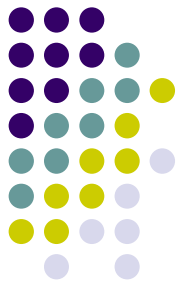


# Who ya gonna call?

- For all advocacy, media inquiries, and anything financial, refer to Steve.
- [ssteurer@ceanational.org](mailto:ssteurer@ceanational.org)
- 800-783-1232 xt 11
- 443-459-3081



# Resources: Web Page



The screenshot shows a Mozilla Firefox browser window displaying the website for the Correctional Education Association (CEA). The browser's address bar shows the URL <http://www.ceanational.org/index2.htm>. The website header features the CEA logo, the tagline "Transforming Lives", and the website URL [www.ceanational.org](http://www.ceanational.org). Navigation buttons include "About Us", "Services", "Resources", "Professional Development", "Login to CEA", and "Conferences".

The main content area is divided into two columns. The left column, titled "Hot Topics", lists several articles:

- Journal of Correctional Education
- "College of the Air" on TLN Register by August 17th for Fall 07
- Transforming Lives Network Program Schedule
- CEA is pleased to introduce the "Transforming Lives Network". Learn more about the program.
- Correctional Education: Assessing the Status of Prison Programs and Information Needs
- Highly Qualified Correctional Educator Curriculum Certificate
- The SIG Discussion Forum allows members to have discussion. Learn how to become a member

The right column features the main heading "Correctional Education Association" and a paragraph describing the organization: "The Correctional Education Association (CEA), founded in 1945, is a non-profit, professional association serving educators and administrators who provides services to students in correctional settings. The CEA is the largest affiliate of the American Correctional Association."

Below this paragraph, there are two promotional sections:

- Fall Semester begins for TLN's College of the Air on Tuesday, Aug. 28!** CEA's Transforming Lives Network is offering seven college-credit courses Fall, 2007 through its partnership with Milwaukee Area Technical College and the Wisconsin Department of Corrections. Check out this great opportunity! **OR** Click here to read more.
- National Institute of Corrections Wants You!** "Public & Media Relations: Gaining Confidence & Competence" Facilitator Training via Live Satellite / Internet broadcast August 22-23. **Click here to read more. (PDF)**

The browser's taskbar at the bottom shows the Start button and several open applications: Microsoft PowerPoint, Unread Mail - Microsoft..., and Correctional Educatio... The system tray on the right shows the time as 11:34 AM.

# Bottom Line



- Be responsive to our customers!
- If you don't know, tell them you will find out and get back with them.
- People are happy when they feel they are heard and kept advised of what is happening.