



MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

SAUK CENTRE HOME SCHOOL FOR GIRLS

An Inventory of Its Subject Files

PARTIALLY RESTRICTED

For details, see Administrative Information.

OVERVIEW OF THE RECORDS

- Agency:** Minnesota Home School for Girls.
- Series Title:** Subject files,
- Dates:** 1913-1917, 1930-1998 (bulk 1960-1998).
- Quantity:** 2.5 cu. ft. (2 boxes, 2 partial boxes, and 1 card file box).
- Location:** See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

Correspondence, reports, and related materials covering such topics as a fatal automobile accident, American Legion donations, Outward Bound School, the home school's history, a proposed security cottage, research, safety, a departmental training center, and programs involving adult female offenders, preschool nursery training, serious juvenile offenders, and vocational training through correctional internships.

Also found in these files are administrative staff/team meeting and Resident Council minutes, audit reports and budget requests, statistics, a guest book, inspection reports, office memoranda, news releases and procedures, building photographs, program descriptions, and shift coordinator reports.

INDEX TERMS

These records are indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:

Female juvenile delinquents--Minnesota.
Female offenders--Minnesota.
Juvenile corrections--Minnesota.
Juvenile delinquency--Research--Minnesota.
Juvenile delinquents--Institutional care--Minnesota.
Juvenile delinquents--Minnesota--Discipline.
Juvenile delinquents--Vocational education--Minnesota.
Juvenile detention homes--Minnesota--Gifts.
Juvenile detention homes--Minnesota--Inspection.
Juvenile detention homes--Minnesota--Photographs.
Juvenile detention homes--Minnesota--Statistics.
Outward bound schools--Minnesota.
Prison visits--Minnesota.
Schools--Minnesota.
Traffic accidents--Minnesota.

Places:

Sauk Centre (Minn.).

Organizations:

American Legion.
Minnesota Correctional Facility--Sauk Centre--History.
Minnesota Correctional Facility--Sauk Centre--Photographs.
Minnesota Home School for Girls--History.
Minnesota Home School--History.

Types of Documents:

Audit reports.
Photographs.
Press releases.

ADMINISTRATIVE INFORMATION

Restrictions:

Many of these files contain private information on individual prisoners; restricted files are noted on the box list. Researchers may apply to use those files in accordance with the State Archives access statement.

Preferred Citation:

[Indicate the cited volume and page or item and folder title here]. Minnesota Home School for Girls. Subject files. Minnesota Historical Society. State Archives.

See the Chicago Manual of Style for additional examples.

Accession Information:

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Processed by: Cheri Thies, October 1989; Jennifer Johnson, December 1999; Rich Arpi, August 2000.

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DETAILED DESCRIPTION OF THE RECORDS

Note to Researchers: To request materials, please note both the location and box numbers shown below. Each file consists of one folder unless specified otherwise.

Location	Box	
126.J.7.6F	1	Accident, 1988-1994. 3 folders. <u>RESTRICTED</u> Records concerning the automobile accident which killed three residents and one counselor from the Minnesota Correctional Facility-Sauk Centre.
126.J.7.7B	2	Administrative Staff/Team meeting minutes, 1961-1963, 1981-1998. 7 folders. Adult Female Offender Program, 1978-1980. 10 folders. <u>PARTIALLY RESTRICTED</u> Implementation of a minimum security program for adult female offenders at the Minnesota Correctional Facility-Sauk Centre. Correspondence, 1978-1980. 3 folders. <u>RESTRICTED</u> Guidelines, statistics and reports, 1978-1979. 2 folders. Industry, 1978-1980. The Industry Program was phased out at the same time as the Adult Female Offender Program. Minnesota Corrections Board (MCB) reports, April 1978 - March 1980. <u>RESTRICTED</u> Incomplete. Misconduct and incident reports, 1978-1979. <u>RESTRICTED</u> Off grounds planned group activities, 1978-1980. <u>RESTRICTED</u> Policy Statements and Administrative Duty Officer memos, 1978-1980.
100.D.6	5	American Legion donations, undated. 1 card file drawer.
126.J.7.7B	2(cont.)	Audit reports, 1930-1959. 2 folders. Capital Improvement Six Year Budget Request, 1978-1980. Capital Budget requests, 1983-1995. 3 folders. Cottage Population Statistics, October 1965–1971. 2 folders. Du Bois Cottage Therapy Wing Addition, 1972-1974. General information about Sauk Centre Correctional Facility, 1973-1979. Guest book, 1981-1987. History, 1962-1993. Information for legislators, September 1985.

Location	Box	
126.J.7.8F	3	Inspections-External, 1975-1980, 1987-1995. 3 folders. Memoranda from the Superintendent's Office, 1980-1985. Menus, 1913-1917. 2 folders. Weekly. News releases and procedures, 1973-1993. Office memorandums, 1993-1997. Outward Bound School, 1965-1972. Photographs, [ca. 1990s]. Buildings on the grounds. Pre-School Nursery Program, 1971-1974. A training program for Minnesota Home School girls. Program descriptions, 1970-1974. Descriptions of the programs and cottages available at the Minnesota Correctional Facility-Sauk Centre. Research, 1962-1997. 2 folders. Includes statistical information and Minnesota Correctional Facility-Sauk Centre's participation in various studies. Resident Council meeting minutes, 1981-1997. 4 folders. Includes information on cottage repairs, requests, and programs. Safety, 1985-1995. Memoranda and Safety meeting minutes. Security Cottage, 1968-1973. Information on a proposed new security building at the Minnesota Correctional Facility-Sauk Centre. Includes A Program for New Building Construction at the Minnesota Home School-Sauk Centre, January 1968 and A Program for a New Security Cottage at the Minnesota Home School in Sauk Centre, Minnesota, December 1971. Serious Juvenile Offender Program, 1978-1980. <u>RESTRICTED</u> Shift Coordinators reports (widely scattered), 1976-1998. <u>RESTRICTED</u> Statistics, 1967-1977. 2 folders. <u>RESTRICTED</u>

Location	Box	
126.J.7.9B	4	Task Force on Shakopee Minnesota Correctional Institution for Women (MCIW), Red Wing State Training School (STS) and Sauk Centre Minnesota Home School (MHS), 1978. Task Force Report: Secure Cottages, 1978. Includes Sullivan Cottage at Minnesota Correctional Facility- Sauk Centre. Training Academy dedication, March 15, 1988.

New Minnesota Department of Corrections Regional Training Center located on the campus of the Minnesota Correctional Facility-Sauk Centre.

Transfer of Willow River Camp Program, 1977.

Proposed transfer to the Sauk Centre Home School.

Vocational Training for Offenders through Correctional Internships (VOCI) Program, 1971-1975. **RESTRICTED**