

Increasing Educator Diversity Plan Template



District: Area Cooperative Educational Services (ACES)

Vision: Our vision is to recruit and retain a more diverse applicant pool increasing the likelihood of hiring educators from various backgrounds and perspectives

Theory of Action: If ACES strategically and proactively engages in meaningful approaches to attract and retain educators of color, and provides the resources and experiences that foster acceptance and growth, then students at ACES will receive high quality instruction led by racially, ethically, and linguistically diverse staff.

Team Lead: Rebecca Cuevas

Team Members: Rebecca Cuevas, Emily Freel, Scott Sadinsky, Kevin Walton, Michele Gohagon, Thomas Danehy, and Timothy Howes, William Grimm

| | Goal (What are we trying to do?) | Who Manages the (name, position) | Strategies/Key Activities (How are we going to do it?) | | | Indicators of Progress (How will we know if we are on track for success?) | Resources Required (What people, time, money, and technology will be needed?) | Risks and (What could go wrong? How will we make that less likely to happen?) | Communication/Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated? To whom?) |
|--------------------|--|---|---|--|--|---|---|--|--|
| | | | What? | Who Owns This? | By When? | | | | |
| Recruitment | Implement inclusive recruitment practices to increase the number of certified educator applicants that are racially, ethnically, and linguistically diverse (RELD) by 5% each October to each October starting in 2024 | Rebecca Cuevas, Director of Human Capital Development Scott Sadinsky, Assistant Director of Human Capital Development | Build on the strategic alliances with community partners and institutions of higher education to strengthen the applicant pipeline including SCSU, Quinnipiac, Albertus Magnus, Sacred Heart, and UCONN Partner with the Professional Development and Staff Improvement (PDSI) Dept in an effort to offer the alternate route to certification programs to eligible employees. Update and review our website inclusive of the HCD/ HR page. Raise and clarify the profile of ACES with regard to its diverse employment opportunities. Marketing will advertise essential positions and create job specific videos with actual representation of 3-5 key positions each year. Advertise vacancies in La Voz Hispana, the Inner City News, and other outlets. Participate in 3 key career fairs like GNHCC Regional Workforce Summit and offer 2 in house career fairs. | Rebecca Cuevas, Director Human Capital Development (HCD) Administrators | Collect baseline in 2024-25 and then ongoing | We will have quarterly review reports showing an increase of applicants of color and help us identify the sources of their employment referral or application. | The Executive Leadership, Human Capital Development/HR, and Marketing will designate time to review plans, reports and support content The Paycom system will be used to review applicants and help the team organize applicant data | We will set specific quarterly meetings designated to review and report findings, perform audits, and adjust. Set bimonthly communication with community partners. Update and consult the ACES governing board. The work will be shared with the broader community. | Weekly meetings with the HCD team Monthly meetings with across key departments Update and consult the ACES governing board. The work will be shared with the broader community. |
| Hiring & Selection | Increase the number of RELD candidates we interview from 3% to 8% using bias free interviews by selection committees who are trained on vetted materials and procedures starting November 2024 through November 2027 | Rebecca Cuevas, Director of Human Capital development Scott Sadinsky, Assistant Director of Human Capital Development | Train and Create an interview and selection guide for selection/interview committees Develop interview questions and scenarios that are free of bias, culturally relevant, structure interviews to focus on assessing skills, experience and cultural competencies. Include opportunities that allow candidates to share their experiences in fostering an inclusive learning environment. Review and update the hiring process procedure based on data, feedback, and best practices. | Rebecca Cuevas, Director of HCD | Fall/2024-25 school year | Training available for administrators and interview committees. Create interview committees that are diverse in buildings Continuous assessment and feedback to ensure our efforts are effective and support the diversity we are seeking | HCD will develop materials and meet with technology department to ensure materials are accessible to various departments along with action steps. Use existing programs like KnowBe4. | It will take time to root out processes, training, and resources. We will explore our own internal professionals that are already doing this work and also seek quality presenters externally. | Administrative Team, CASPA, HCD Team, Ed Tech, hiring and selection committee, broader school/program community, and our Executive Leadership Council |
| Retention | Establish an ACES retention plan that focuses on creating a supportive, equitable and inclusive workplace where we retain 85% of RELD employees from October 2024 to October 2027 | Rebecca Cuevas, Director of Human Capital Development Scott Sadinsky, Assistant Director of Human Capital Development William Grimm, Director of Talent Development | Collect and analyze data on the diversity of our workforce to identify areas for improvement and track progress Develop a new hire/staff satisfaction survey to be administered twice annually Pair RELD staff with mentors Strategically align and communicate embedded professional growth and development supports available to staff: a. new administrator coaching b. New teacher TEAM support and access to coaching and check ins with Director of Talent Ed c. Monthly administrator professional learning committees d. Regular no cost PD opportunities Examine and create a plan for responding to climate and culture data collected this school year that integrates current and potential initiatives and committee work, such as a. diversity committee b. agency cultural celebrations and recognitions c. racially conscious collaborations work Create a process and schedule for conducting stay interviews particularly for RELD employees to better understand agency related antecedents to longevity. Gather information from current RELD employees to get better understanding of their experiences and recommendations for improvement Create employee resource groups for educators of color to create a sense of community and support within ACES Actively promote teacher preparation program opportunities and related financial supports With our marketing tools, share internally the stories of existing staff, share positions that may lead to promotions and/or other opportunities, and keep staff informed of agency related news | Rebecca Cuevas, Director of HCD Michelle Gohagon, Director of Professional Development and School Improvement (PDSI) Building Administrators | Implement 2024-25 school year Fall 2024/June 2025 | 85% of new teachers will complete surveys and contribute to the ongoing data A diverse pool of mentors will be available across ACES An inclusive and equitable recognition process will be established | Utilize existing systems like paycom to reduce costs of duplicating something already available Increase funding for tuition reimbursement or for PD opportunities | Limited funding Fewer surveys than expected Few mentors | All staff will have the opportunity to communicate feedback and make suggestions. Create monthly communication through existing platforms within ACES to include perspectives of administrators, unions, and certified educators. Mentor opportunities will be promoted through internal and external platforms. |