

Progress Report on the 2021-2022 District Diversity Council Action Plan Through May 2022

<p align="center">Action Steps (What will be done?)</p>	<p>Identify the category as:</p> <ul style="list-style-type: none"> • Curriculum/ Instruction/ Resources • Student Programs • Staff PD • Staff Recruitment • Communicating about Diversity & Inclusion 	<p align="center">Timeline (Be specific)</p>	<p align="center">Person or Group Responsible (Be specific)</p>	<p align="center">Outcomes (Should be measurable)</p>	<p align="center">PROGRESS THROUGH MAY 2022</p>
<p>1) Increase awareness that the collections in the school libraries are diverse and resources are readily available to students:</p> <ol style="list-style-type: none"> a. Provide lists for parents of available titles. b. Encourage student involvement by inviting them to recommend book titles for purchase c. Broaden diversity in class libraries. 	<p>Curriculum, Instruction, Resources</p>	<p>Sept. 2021 - June 2022</p>	<p>Librarians and Administration</p>	<ol style="list-style-type: none"> a. Create an elementary school and middle school list of books that include diverse characters and topics (cultural, race, gender, etc.) and post to school websites b. Create a procedure for students to make book recommendations for school libraries 	<p>The school librarians are working on these action steps.</p> <ol style="list-style-type: none"> a) The book lists are posted on the school websites. HES TMS b) At both schools, the library media specialists have shared with students how to make recommendations for books. c) Ms. Khan has shared lists with the ELA teachers at TMS.

				c. Create a list of recommended books to add to classroom libraries (by grade level)	
2) Incorporate diversity into reading programs at appropriate grade levels	Curriculum, Instruction, Resources	Sept. 2021 - June 2022	English Language Arts Teams	<p>a. ELA teachers implement a “Learn About Others” campaign at each grade level in which students read a book about a character from a racial, ethnic, or cultural group different from their own</p> <p>b. Create a Summer Reading list for 2022 to include books with diverse characters, representative of the Closter student population</p>	<p>a) This work was not completed in all grades. We will work to include this next year.</p> <p>b) The TMS teachers created a summer reading list with diverse characters. Ms. Khan assisted the teachers in this task. At HES, Dr. Carmichael generated a summer reading list with input from teachers.</p>
3) Coordinate Schoolwide Programs to Highlight Cultural Awareness Month	Curriculum, Instruction, Resources	Sept. 2021 - June	Principals, Grade Level Teacher	a. Gather resources to create lessons to	This work took place at both schools and the heritage months were

Observances		2022	Teams	<p>highlight cultural observances, including, but not limited to:</p> <ul style="list-style-type: none"> ● Hispanic Heritage Month: September 15 - October 15, 2021 ● Global Diversity Awareness Month: October 2021 ● National American Indian and Alaska Native Heritage Month: November 2021 ● Holocaust Remembrance Day: January 27, 2022 ● Lunar New Year: February 1, 2022 ● Black History Month: February 2022 ● Arab-American Heritage Month: April 2022 ● Jewish American History Month & Asian Pacific American 	<p>celebrated.</p> <p>Resources</p> <p>Hillside Elementary School</p> <p>Tenakill Middle School</p>
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				Heritage Month: May 2022	
4) Observe World Day for Cultural Diversity with student research presentations	Student Programs	April - May 2022	Elementary Classroom Teachers and Middle School Social Studies Teachers	<p>a. Students work individually or in groups to research and create presentations about their ethnic, racial or cultural heritage, which may include artwork and performance (dance, music, etc.)</p> <p>b. If possible (COVID-19 dependent), the presentations could be shared schoolwide in a Diversity Fair or assembly</p>	This work was not completed. We will do this work in the 2022-2023 school year.
5) Create a “New Student Buddy System” at Tenakill Middle School to welcome new students	Student Programs	Sept. 2021 - June 2022	School Counselors at Tenakill Middle School	<p>a. Interested students sign up to be trained to serve as a buddy to students who</p>	<ul style="list-style-type: none"> ● Identified students interested in being "buddies" to new students ● Identified students interested in creating the

				<p>are new to Tenakill Middle School</p> <p>b. School Counselors and Student Buddies will create a program to welcome and support new students, including a welcome packet in English, Hebrew, Korean and Spanish</p> <p>c. Student buddies will research and learn conversational phrases ("Hello!" "How are you?" "My name is..." "What is your name?") in Hebrew, Korean, and Spanish, to greet new students if they are not English</p>	<p>details of the program that welcomes new students</p> <ul style="list-style-type: none"> ● Created a list of items to provide new students as they enter the district (i.e. welcome packet outlining pertinent information, welcome bag and/or a new student breakfast, etc.) ● School counselors led training for students that want to serve as potential buddies (training sessions were held in February and March 2022) ● Coordinated a fundraiser to raise money for welcome bags and/or a new student breakfast. As of May 26, 2022, the students have raised \$500!
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				speakers in their own language	
6) Celebrate a “Choose to Include” Week in Hillside Elementary School and Tenakill Middle School to improve school climate by promoting respect, acceptance, dignity and friendship for all students	Student Programs	Feb. - March 2022	School Counselors	<ul style="list-style-type: none"> a. School counselors will create a Choose to Include Committee, including students. b. Goals set for the week. c. Schedule of events for the week to be held in March 2022 	The Choose to Include Week was held at both schools from March 28-April 1. The focus was on teamwork, making a difference, inclusion, celebrating Success, and recognizing achievements of all kinds. HES TMS
7) Provide staff with diversity and inclusion via professional development through a guest speaker	Staff PD	Sept. 2021 - June 2022	Administrators	<ul style="list-style-type: none"> a. District will provide at least one opportunity for a guest speaker during faculty meeting time 	Alisha Delorenzo presented to staff on January 15, 2022, at It Takes a Valley PD Day
8) Institute a diversity discussion/sharing mini-session during at least four faculty meetings between October 2021 and June 2022	Staff PD	October 2021 - June 2022	Principals, Assistant Principals, Teachers	<ul style="list-style-type: none"> a. Part of the faculty meeting time set aside for teachers to share strategies they use for 	Both schools had diversity discussions at four faculty meetings this year. The teachers shared strategies and/or planned for implementing action

				<p>celebrating diversity in their classrooms</p> <p>b. A recorder will create a shared document of all strategies shared</p>	<p>items from the Diversity Action Plan. The teachers maintained their notes in a shared document.</p>
<p>9) Advise teachers and staff of optional Safe Schools online training</p>	<p>Staff PD</p>	<p>Sept. 2021</p>	<p>Supervisor of Curriculum & Instruction</p>	<p>a. Email teachers and staff of the availability of the optional online training courses that address making school safe and inclusive for all students</p> <p>b. Documentation of any courses taken by faculty and staff</p>	<p>Courtney Carmichael emailed a flyer to all faculty and staff on Thursday, October 7, 2021 at noon.</p> <p>One teacher completed the following optional training:</p> <ul style="list-style-type: none"> • Diversity Awareness: Staff-to-Student; • Diversity Awareness: Staff-to-Staff <ul style="list-style-type: none"> • Making Schools Safe and Inclusive for LGBTQ Students • Making Schools Safe and Inclusive for Transgender Students

<p>10) Increase diversity of staff by attending at least one diversity education job fair during 2021-2022 school year</p>	<p>Staff Recruitment</p>	<p>Sept. 2021 - May 2022</p>	<p>Superintendent, Administrators</p>	<p>a. Attendance by a district team member at one diversity education job fair by May 2022</p> <p>b. Documentation of how many applicants or hires resulted from the diverse job fair</p>	<p>The Superintendent attended the virtual <i>Diversity in Education Job Fair</i> on April 6, 2022. There were 30 people who visited our virtual booth. So far, none of those who visited have proceeded in applying for any open positions.</p>
<p>11) Create and implement an employee and community referral program aimed at attracting racially, ethnically, and linguistically diverse teachers to Closter Public Schools</p>	<p>Staff Recruitment</p>	<p>Sept. 2021 - June 2022</p>	<p>District Administrators, Staff Recruitment Sub-Committee</p>	<p>a. Literature/flyers about employee referral programs</p> <p>b. Report of how many candidates were referred and/or hired</p>	<p>The Superintendent announced the referral program on April 28, 2022. It is posted on the district website. Any employee or community member may make a referral using the online district form.</p> <p>As of May 26, 2022, have received five referrals.</p>
<p>12) Introduce the District Diversity Council and Action Plan for 2021-2022 to faculty, staff, parents, and students via:</p> <ul style="list-style-type: none"> ● Board meeting ● Letter to stakeholders 	<p>Communicating about Diversity and Inclusion</p>	<p>By October 30, 2021</p>	<p>Superintendent Administrators, Teachers who lead HNN and TNN</p>	<p>a. The message about the District Diversity Council and the 2021-2022 Action Plan will</p>	<p>HNN: https://youtu.be/OFAozQ3G79U</p> <p>The Superintendent announced the District Diversity Plan to faculty,</p>

<ul style="list-style-type: none"> Hillside News Network (HNN) and Tenakill News Network (TNN) 				<p>be shared with the Closter Public School community</p> <p>b. Evidence will be the Board meeting minutes, letter sent to stakeholders, and the HNN and TNN broadcasts</p>	<p>staff and the community in September 2021.</p>
<p>13) Communicate to stakeholders via the district website, direct email, district Twitter account, HNN & TNN, and student-created posters when each of the action steps is taking place</p>	<p>Communicating about Diversity and Inclusion</p>	<p>Sept. 2021 - October 2022</p>	<p>Superintendent Administrators, Teachers who lead HNN and TNN, Art Teachers</p>	<p>a. All stakeholders will receive information about the action steps taking place throughout the year</p> <p>b. Evidence will be the website postings, emails sent, Twitter postings, HNN and TNN broadcasts, and student-created posters</p>	<p>The superintendent has shared updates throughout the school year through the bi-monthly Superintendent Reports, which are posted on the district website. (Superintendent Reports are accessible via the link on the right-hand side of the main page.)</p> <p>Student work related to the monthly heritage celebrations has been displayed throughout both schools.</p>

					HNN did a report on the District Diversity Council.
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