

MEMORANDUM

TO: Kathy Jenney, Ed.D.
Robert Hunt, Ph.D.

FROM: Equity Advisory Board, Upper Arlington Schools

DATE: June 2, 2023

RE: Recommendations for District Diversity, Equity and Inclusion

When Dr. Jenney accepted the role of interim superintendent at the close of 2022, the Equity Advisory Board (EAB) became aware of a District priority to ensure resources were directed toward initiatives that best support students and staff in whole learning and well-being. Because healthy practices in diversity, equity and inclusion support each of these areas for our stakeholders, the EAB began identifying immediate, concrete recommendations that focus on areas of improvement that we believe can support a successful transition to Dr. Hunt's leadership.

The EAB engaged in a sustained five-month process to develop equity-based recommendations to strengthen staff recruitment and retention, district programming and services, and healthy and respectful environments. We met monthly at the Graf and engaged with District leaders representing teaching & learning, well-being, and human resources. Through these sessions and a dynamic process, we developed brief recommendations that positively impact policies, guidelines, and practices.

Please review the attached items, which we hope you will share with the Upper Arlington Schools Board of Education (BOE). We plan to have EAB representatives in attendance at the June regular meeting of the BOE. We will happily answer any questions and engage in the meeting as appropriate. We know that the EAB's founding documents invite annual reporting to the Board.

We appreciate your consideration. Please do not hesitate to let us know if you have any questions.

**Upper Arlington
Equity Advisory Board
Recommendations for Superintendent**

Support the recruitment and retention of underrepresented faculty and staff

Recruitment practices to ensure applicants and staff of diverse identities have access and opportunity to join Upper Arlington Schools are listed below.

- Review job postings and revise them to make them more inclusive and attract a more diverse pool of applicants by communicating a commitment to equity and inclusion.
- Review the District's application questions and rubric to ensure we are able to identify candidates who are supportive of the district's strategic plan and commitment to diversity, equity and inclusion.
- Review all hiring committee membership and require committee members to complete training on EEO/inclusive hiring practices and help ensure that the hiring process is fair and equitable.

Retention practices to promote belonging and create opportunities for feedback to identify bright spots and barriers to retention and inform targeted interventions:

- Support the creation of and participation in employee resource groups; and
- Develop a "stay interview" process and practice offered to all staff.

Improvement and expansion of DEI-supportive programming & services

Include the following questions as new programs are considered and existing programs are evaluated.

- How does this program foster an environment that considers and amplifies diverse voices?
- Is there any way this program will impede the District's DEI initiative? (Have you considered this program in the context of an [Identity Wheel?](#))
- How will this initiative challenge and support every student?

Create and maintain a respectful and healthy environment

Monitor and evaluate the sense of balance and belonging within the culture and environment to develop an actionable data-driven plan that will support well-being as described in the strategic plan.

- Create and regularly update a data report that reviews intersectional and disaggregated student surveys, safety reports, discipline referrals, and course enrollment.
- Audit programs and policies for alignment with needs defined by the data.