

New Hartford Public Schools  
Board of Education Special Meeting  
Antolini School  
**Library**  
March 13, 2024 @ 6:00 p.m.

New Hartford BOE meetings are accessible live via the following:

<https://meet.google.com/pjo-wchk-iku>

or by phone +1 956-520-3734 PIN: 355 348 803#

In case of remote only meetings and you need an electronic device to participate please contact the Board of Education at 860-379-8546 with more than 24 hours notice to prepare and schedule a location.

- A. Chair to Open Meeting
- B. Pledge of Allegiance
- C. Board of Education Chair's Report
- D. Superintendent's Report
- E. New Business
  - Increasing Educator Diversity Plan
- F. Old Business
  - 2024-2025 Budget
- G. Adjournment

**Recorded Reg. & Special BOE meetings will be posted to:**

[https://www.youtube.com/channel/UCX-ZlomWmjG81dc\\_QM3rfq](https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfq)

# Increasing Educator Diversity Plan



<b>District:</b>	New Hartford Public Schools
<b>Vision:</b>	New Hartford Public Schools is an organization whose members work to acknowledge, respect, and empathize with all people. Our organization is intentional in hiring and sustaining diverse educators for equity, excellence, and success for all students.
<b>Theory of Action</b>	If we create a district climate that is inclusive, supportive and celebratory of a culturally diverse staff, then all stakeholders will have a sense of welcoming, belonging and value. To accomplish this, we recruit, hire, support and retain a culturally diverse workforce that is aligned with our student demographics.
<b>Team Lead:</b>	Superintendent and Director of Student Services
<b>Team Members:</b>	Superintendent, Director of Student Services, School Principals, Curriculum Coach

# Increasing Educator Diversity Plan



## RECRUITMENT

Goal (What are we trying to do?)	Who Manages the Goal? (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 Mitigation (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
		What?	Who Owns This?	By When?				
Provide opportunities to increase a culturally diverse workforce.	District Administration Central Office Leadership	1. Posting positions via a variety of platforms. (CT REAP, Facebook, Instagram).  2. Attend recruitment fairs created to attract culturally diverse educators.  3. Expand outreach network: - colleges CCSU, University of Bridgeport, St. Joseph's, University of Hartford - educator prep programs (student teaching) - engage with RESC Alliance Increasing Educator Diversity group - explore possibility of participating in Teacher Residency Program - explore possibility of "grow your own" program	District Administration Central Office Leadership	Start of school year 25-26	Biannual reviews of following information:  1. Demographic data tracked to better understand referral sources and identities of applicants. 2. Number of fairs attended or are scheduled. 3. Communication with the outreach network (internships and student teaching). <i>Will be completed on January 2025 and June 2025.</i>	1. Budgetarily supported open positions.  2. District information for prospective candidates posted on job sites and social media.  3. Budget to support: participation in fairs, conferences, sponsoring job posts.	In the past, no positions were open nor supported due to budgetary constraints. Demographics of our region are culturally homogenous. We want to be perceived as a welcoming and attractive organization that supports culturally diverse workforce.	Sharing with the New Hartford School Community via our Board of Education.

# Increasing Educator Diversity Plan



## HIRING & SELECTION

Goal (What are we trying to do?)	Who Manages the Goal? (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 Mitigation (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?)
		What?	Who Owns This?	By When?				
Ensure current hiring practices are equitable and conducive to attracting/considering culturally diverse workforce.	Central Office Leadership District Administration	1. Audit our job descriptions for underlying bias.  2. Create equitable, standardized and relevant interview questions.  3. Ensure a consistent protocol and timeline for application review.  4. Consider diversity in the composition of interviewing committees.  5. Implement a system for tracking progress of applicants; include documentation of why individuals are not considered.	Central Office Leadership District Administration	1. Audit our job descriptions. <b>Complete by: Fall 2024</b>  2. Create equitable, standardized, relevant interview questions. <b>Complete by: End of calendar year 2024</b>  3. Ensure a consistent protocol and timeline for application review. <b>Complete by: End of calendar year 2024</b>  4. Consider diversity in the composition of interviewing committees. <b>ASAP, ongoing basis</b>  5. Implement a system for tracking progress of applicants. <b>Develop system by: Fall 2024</b>	1. Check-in's biannually (January & June) to review progress. Approximately 25% of job postings/descriptions should be complete at each check-in.  2. Check-in's biannually (January & June) to review progress. Approximately 20% of interview question development should be completed by each check-in until complete.  3. Review the demographic information and number of interviews with diverse candidates; conducted biannually.	1. Budgetarily supported open positions. 2. District information for prospective candidates posted on job sites and social media. 3. Budget to support: participation in fairs, conferences, sponsoring job posts.	Small number of applications Small number of culturally diverse workforce candidates	Board of Education Superintendent Community

# Increasing Educator Diversity Plan



RETENTION								
Goal  (What are we trying to do? How will you sustain educators in ways that increase their retention?)	Who Manages the Goal?  (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 Mitigation  (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?				
Continue to build a community that prioritizes an inclusive culture/climate where culturally diverse educators are valued, feel safe, and have a sense of belonging.	Central Office Leadership District Administration	1. Seek out funding opportunities to support initiatives and trainings. 2. District wide mentoring program for new certified and non certified staff. 3. Form regional affinity groups. 4. Implement Exit Survey 5. Continue to evaluate climate survey data to inform potential retention concerns.	District and building leadership is crucial related to positive school climate.	1. Seek out funding opportunities. 2. Annual climate surveys. 3. Periodic check-in's via mentoring programs. 4. Form regional affinity groups annually. 5. Conduct exit interviews.	Climate survey annually (families, students, staff)  Comparison of number of diverse staff at beginning of school year to end of school year.  Exit survey Mentoring program	Data tracking inventory Mentoring program Budgetary funding	Budgetary constraints Need community buy-in Small number of applications Small number of culturally diverse workforce candidates	Board of Education School Community

# Recap



<b>8.17%</b>	<b>\$769,364</b>
IDEA 611 Grant	-\$25,000
Medical 10.95% (was 11.6%)	-\$8,461
<b>7.81%</b>	<b>\$735,903</b>
<b>BOE voted to reduce by \$275,000. Target of 5.25%</b>	

# Proposed reductions



	<b>\$735,903</b>
Excess Cost Grant	-\$130,000
Tuitions (Outplacement)	-\$38,000
Emergency Repairs	-\$20,000
Legal Fees	-\$10,000
Maintenance	-\$15,000



# Proposed reductions



Online Subscriptions	-\$5,000
Recognition and Hospitality	-\$500
Curriculum Materials	-\$500
<b>TOTAL</b>	<b>\$231,000</b>
<b>5.49%</b>	<b>\$516,900</b>



# Proposed reductions (BOE vote)



<b>5.49%</b>	<b>\$516,900</b>
Occupational Therapy (.2 FTE)	-\$16,000
<b>5.31%</b>	<b>\$500,900</b>

# Proposed reductions (BOE vote)



<b>5.31%</b>	<b>\$500,900</b>
Speech Language Pathologist (.2 FTE)	-\$19,000
<b>5.11%</b>	<b>\$481,900</b>

**New Hartford Board of Education  
New Hartford, CT**

For Immediate Release

3/8/2024

**Board of Education Membership Vacancy**

As a result of a current vacancy on the New Hartford Board of Education, the Board will be accepting resumes from individuals who are interested in serving as a member of the Board for the unexpired portion of the term of office, through November 2025. Any member of the Board must reside in New Hartford and, pursuant to Board bylaws; the Board must select an individual “of the same political party, unaffiliated or an independent voter to fill such a vacancy.” The former Board member whose departure from the Board created this vacancy was a member of the Democratic Party. Accordingly, pursuant to Board bylaws, for this particular Board vacancy, an individual appointed by the Board for to fill the vacancy must be a member of the Democratic Party, unaffiliated or an independent voter.

Resumes from interested candidates must be received by 5:00 p.m. on Thursday, March 21, 2024 and resumes must be sent to the Board of Education Chair, Timothy Klepps at

Timothy Klepps, Chairman  
New Hartford Board of Education  
530 Main Street, New Hartford  
P.O. Box 315  
New Hartford, CT 06057

or send to:

[terenzij@newhtfd.org](mailto:terenzij@newhtfd.org)

Candidates are invited to address and answer questions from the Board at a special meeting of the Board to be held on March 27, 2024 at 6:00 p.m. at Ann Antolini School.