

Jefferson County Schools West Virginia



Cultural Diversity Plan

MISSION STATEMENT

In an ever-changing society, it is necessary for our students to be prepared to live and learn in a world different from the past. The cultural diversity committee strives to provide a positive learning and work environment for all students and employees by developing, implementing, and monitoring policies and procedures that enhance cultural diversity, provide meaningful multicultural education, and promote diversity in staffing Jefferson County Schools, West Virginia.

Goal 1: Develop a comprehensive curriculum that is inclusive, reflects ethnic diversity, and promotes contributions by all cultures.

Objective 1.1: To require multicultural activities in each schools' staff development plan.

Strategy 1.1.1: The school administration will ensure that appropriate cultural diversity activities are part of the school staff development plan.

Person(s) Responsible: Principal/County Staff Development Council

Timeline: By October of each school term.

Measure of Success: Activities in staff development plan for each worksite with documentation of activities provided to the Cultural Diversity Facilitator by close of the school year.

Objective 1.2: To establish a curriculum advisory committee to ensure that a comprehensive cultural diversity curriculum is implemented.

Strategy 1.2.1: Identify and create a list of ethnic minority resource persons available to serve on the curriculum advisory committee.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: List of resource persons available

Strategy 1.2.2: Provide opportunities for cultural diversity training for the curriculum advisory committee members.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: All committee members provided training opportunities.

Strategy 1.2.3: Include a diverse representation of students on the Curriculum Advisory Committee.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Students participation on the Cultural Diversity Committee. will increase.

Objective 1.3: To improve cultural awareness for all students throughout the year.

Strategy 1.3.1: Training opportunities and other activities will be provided to students and staff at the schools to enhance their cultural awareness.

Person(s) Responsible: School Curriculum Committees

Timeline: On going

Measure of Success: Increase in the number of activities in each school and a decrease in the number of racial harassment incidents per school.

Objective 1.4: To ensure that subject area content reflects ethnic populations.

Strategy 1.4.1: Review of subject area instructional objectives established by the state and county.

Person(s) Responsible: Curriculum and Instruction Department and Cultural Diversity Facilitator

Timeline: On going

Measure of Success: C and I will report to the Cultural Diversity Committee, as directed.

Strategy 1.4.2: Review instructional materials for cultural diversity content.

Person(s) Responsible: C and I Department and Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Report to Cultural Diversity Committee as directed.

Strategy 1.4.3: Share results of review with the Jefferson County Board of Education and the State Department of Education.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Requested changes and/ or comments are forwarded to Jefferson County Board of Education and/or the State Department of Education.

Strategy 1.4.4: Review titles and content of multicultural courses currently being offered.

Person(s) Responsible: Curriculum Advisory Committee

Timeline: On going

Measure of Success: Subcommittee will submit recommendations to the Coordinator of Instruction.

Objective 1.5: To develop and add to the secondary elective class selection courses that reflect ethnicity and diversity.

Strategy 1.5.1: Provide elective courses that specifically emphasize the African American, Asian American, Hispanic American, and Native American contributions to the history and culture of our nation.

Person(s) Responsible: School Curriculum Teams/Curriculum & Instruction

Timeline: On going

Measure of Success: Increase in the number of multicultural education elective courses.

Strategy 1.5.2: Provide elective courses that study the contributions and influence of other countries and cultures.

Person(s) Responsible: School Curriculum Teams/Curriculum & Instruction

Timeline: On going

Measure of Success: Increase in the number of multicultural education elective courses.

Objective 1.6: To promote physical classrooms and materials that reflect ethnic *populations*.

Strategy 1.6.1: Identify and obtain relevant instructional materials such as toys, dolls, etc. to reflect diversity.

Person(s) Responsible: School Curriculum Team/ School Multi Cultural Committee

Timeline: On going

Measure of Success: Increase in use of materials as reflected on principal's teacher evaluations.

Objective 1.7: To expand library holdings to include more ethnic materials.

Strategy 1.7.1: Purchase new culturally diverse materials.

Person(s) Responsible: School Librarians

Timeline: On going

Measure of Success: Materials were purchased.

Objective 1.8: To develop a listing of available supplementary teaching materials that reflect ethnic diversity and promote contributions by a variety of *cultures*.

Strategy 1.8.1: Provide teachers with a list of supplementary materials they can use to promote cultural diversity.

Person(s) Responsible: Cultural Diversity Facilitator, School Librarians, County Curriculum and Instruction Department

Timeline: By May of each year

Measure of Success: An updated list will be provided annually.

Objective 1.9: To ensure that all teachers regularly develop lesson plans that *promote contributions made by a variety of cultures.*

Strategy 1.9.1: Establish a cultural diversity cadre that will be responsible for developing instructional modules for each subject area. The ideas and strategies developed will be circulated to all teachers.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Evidence in completed Lesson Plans.

Objective 1.10: To ensure that all teachers regularly include a comprehensive lesson *plan that promotes contributions made by a variety of cultures.*

Strategy 1.10.1: Check lesson plans for the use of cultural diversity activities.

Person(s) Responsible: School Administration

Timeline: Throughout the school year

Measure of Success: Increase in the percentage of positive cultural awareness responses from the school climate survey and a decrease in the number of racial harassment incidents.

Goal 2: Provide an environment that aids in the development of a positive self image for all students.

Objective 2.1: To Encourage recruitment of a diverse student body in school sponsored activities.

Strategy 2.1.1: The club members will invite students of different ethnic backgrounds to club meetings to encourage their participation.

Person(s) Responsible: Activity sponsors, activity members, Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Increase in minority student participation.

Objective 2.2: To promote awareness of cultural significance through recognition of anniversaries, accomplishments, and events.

Strategy 2.2.1: Ideally, to celebrate an ethnic group each month. Effort is to be made to Extend this objective throughout the school year and all curricula.

Person(s) Responsible: School Improvement Council, Faculty Senate, Student Organizations

Timeline: On-going

Measure of Success: Increase in the percentage of positive cultural awareness responses from the climate survey.

Strategy 2.2.2: Conduct a student body cultural fair.

Person(s) Responsible: Faculty Senate, Curriculum or Multicultural Committee

Timeline: On going

Measure of Success: Increase in the percentage of positive cultural awareness responses from the climate survey.

Objective 2.3: To identify and provide opportunities that allow students to gain a Better understanding and sensitivity toward other ethnic groups.

Strategy 2.3.1: Present student guided multicultural activities/programs to entire student body.

Person(s) Responsible: Various student clubs/ activities.

Timeline: On going

Measure of Success: Student evaluations of activities/programs and the increase number of programs that are presented.

Strategy 2.3.2: Establish forums for open discussions with various topics of concern.

Person(s) Responsible: Cultural Diversity Facilitator and school counselor

Timeline: On going

Measure of Success: Student participation, student evaluation, and counselor's observation.

Strategy 2.3.3: Establish a diversity training program for all schools.

Person(s) Responsible: Faculty Senate, Multicultural and/or Curriculum Committee

Timeline: On going

Measure of Success: Training programs exists in all schools.

Objective 2.4: To provide an opportunity for students to share their perceptions of *the school environment*.

Strategy 2.4.1: Establish a committee to discuss condition of school climate. Committee should be composed of students, teachers, administration, and parents.

Person(s) Responsible: Principal with assistance from Cultural Diversity Facilitator

Timeline: Annually

Measure of Success: Degree to which recommendations are adopted by the Unified School Improvement Plan Committee.

Objective 2.5: To continually renew the commitment from administrators and faculty *to support positive self esteem in students*.

Strategy 2.5.1: Conduct monthly discussions at principal's meetings to reinforce cultural diversity goals

Person(s) Responsible: Superintendent and Cultural Diversity Facilitator

Timeline: On going

Measure of Success: The implementation of assigned goals

Strategy 2.5.2: To establish activities that improve school morale.

Person(s) Responsible: Faculty Senate School Climate Committee/Student Government

Timeline: On going

Measure of Success: Satisfaction survey data will indicate annual improvement in staff and student morale.

Goal 3: Develop a program that actively recruits ethnic minority faculty and staff to reflect the student population.

Objective 3.1: To increase ethnic minority faculty and staff.

Strategy 3.1.1: Advertise in professional journals and newspapers with high minority subscribers (alumni association).

Person(s) Responsible: Director of Personnel, Page Jackson Alumni Association, Jefferson High School Alumni, Public Information, Shepherd College Academic Support Services, WVU Office of Minority Affairs

Timeline: Late Spring/ Early Summer (as required) and on going

Measure of Success: An increase in minority candidates for employment

Strategy 3.1.2: Target teacher education colleges with a significant ethnic minority population.

Person(s) Responsible: Director of Personnel, Cultural Diversity Facilitator, Shepherd College Admissions Office

Timeline: On going

Measure of Success: Increase in minority candidates for employment

Strategy 3.1.3: Establish a Future Teacher Program.

Person(s) Responsible: Secondary School Principals

Timeline: On going

Measure of Success: Future Teacher of America Local chapter is established.

Strategy 3.1.4: Develop and train a recruitment team.

Person(s) Responsible: Director of Personnel and Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Training sessions scheduled

Strategy 3.1.5: Establish a Hospitality Committee.

Person(s) Responsible: Cultural Diversity Facilitator, FAIR, Community Relations Committee

Timeline: On going

Measure of Success: Committee formed, establish procedures, contact lists

Strategy 3.1.6: Conduct a Minority Recruitment Fair.

Person(s) Responsible: Cultural Diversity Facilitator and Director of Personnel

Timeline: Annually in coordination with recruitment.

Measure of Success: Increase in minority teacher applications

Strategy 3.1.7: Establish a scholarship program for minority college students majoring in teacher education.

Person(s) Responsible: Cultural Diversity Facilitator, Director of Personnel

Timeline: On going

Measure of Success: Increase in funding for minority education majors.
Increase in the number of applicants for available scholarships.

Strategy 3.1.8: Develop a video to recruit teachers for Jefferson County Public Schools

Person(s) Responsible: Cultural Diversity Facilitator and Director of Personnel

Timeline: On going

Measure of Success: Increase in minority personnel

Goal 4: To encourage community involvement in creating a culturally inclusive school environment.

Objective 4.1.2: Enlist the cooperation of community organizations such as NAACP, League of Women Voters, Parent/Teacher organizations, faith groups, ministerial associations, etc. to hold informational forums about cultural diversity.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Number, attendance level and quality of such events.

Objective 4.2: To increase and to receive information about events related to cultural diversity to the community at large.

Strategy 4.2.1: Develop a format through news organizations (newspapers, radio and television stations) specifically for the publication of events related to cultural diversity.

Person(s) Responsible: Jefferson County Public Schools Community Relations Officer and Cultural Diversity Facilitator.

Timeline: On-going

Measure of Success: Press releases related to cultural diversity activities are covered by the media.

Goal 5: Provide ongoing cultural diversity training that creates an awareness and appreciation of other cultures and ethnic groups.

Objective 5.1: All employees of the Jefferson County Public School system will receive *annual cultural diversity training*.

Strategy 5.1.1: Provide diversity training to all central office supervisors, principals, professional personnel, and service personnel.

Person(s) Responsible: Superintendent, Cultural Diversity Facilitator, Principal, and Staff Development Coordinator

Timeline: On going

Measure of Success: Documentation to verify 100% participation in training.

Objective 5.1:1 To establish and train a Cultural Diversity Cadre composed of at least one member from each school. The Cadre will be trained in order to provide learning opportunities for our staff and students.

Strategy 5.2.1: Contract a qualified multicultural education resource person who would be responsible for providing the cadre with cultural competency training and serve as a consultant for the school system.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: The establishment of at least one representative in each school.

Strategy 5.2.2: Development of an incentive system to encourage staff participation.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: The establishment of at least one representative in each school.

Objective 5.3: To establish a subcommittee that will review cultural diversity staff development information and recommend individuals who are available to conduct training in the school system.

Strategy 5.3.1: Subcommittee membership should include but not be limited to one member from the Cultural Diversity Committee and the Staff Development Council.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Evaluation of Training

Strategy 5.3.2: Subcommittee will work in conjunction with Shepherd College Multicultural Affairs Committee in order to coordinate a cooperative program that would provide both the college and school system staffs with access to quality multicultural programming and staff development.

Person(s) Responsible: Subcommittee Members

Timeline: On going

Measure of Success: Increase in yearly multicultural staff development participation and programming from the previous year.



JEFFERSON COUNTY, WEST VIRGINIA

Glossary

1. **Cultural Diversity Response Team** - a cultural competently trained team of professional and service staff that will serve as multicultural resource persons and future Cultural Diversity trainers for their schools.
2. **Cultural Diversity Committee** – an organization, comprised of teachers, administrators, service personnel, students, and community members, that monitors the implementation of the Cultural Diversity Plan. The Chairperson of the committee is the Cultural Diversity Facilitator.