

Jefferson County Schools
West Virginia



Cultural Diversity Plan

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 April of each school term.

Measure of Success: Activities in staff development plan for each worksite with documentation of activities provided to the Council 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.

Strategy 2.2.3: Create school system list of professional ethnic presenters and coordinate programs for several schools when a presenter is in the area.

Person(s) Responsible: Cultural Diversity Facilitator

Timeline: On going

Measure of Success: Increased utilization of presenters and networking.

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: Conduct a needs assessment.

Strategy 2.5.1: Modify school climate surveys for grades four through twelve.

Person(s) Responsible: School Improvement Council with assistance from Cultural Diversity Coordinator

Timeline: Annually

Measure of Success: Results are used by the Unified School Improvement Plant Committee to develop an improvement plan.

Objective 2.6: To continually renew the commitment from administrators and faculty to support positive self esteem in students.

Strategy 2.6.1: 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 2.6.2: 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

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, Friends Advancing Intercultural Relations (FAIR), 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: 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.