

**Policy #4040 Minority Recruitment Plan
Report to Board of Education
2022-2023**

<p>Recruitment Efforts</p>	<ul style="list-style-type: none"> ● Post all positions internally, as per the provisions of the various union contracts ● Post all positions externally via AppliTrack which is linked to the district website ● AppliTrack will link postings to various job recruitment websites such as K12 JobSpot, Indeed, and Simply Hired ● Post all certified and some classified positions on CT REAP ● Post all certified positions on CEA and potentially job specific websites. ● “Why Madison Public Schools” on the district website to provide candidates an overview of the district to attract candidates https://www.madison.k12.ct.us/departments/human-resources/why-madison-public-schools ● Attended UCONN Educator Recruitment Fair ● Participated and attended CSDE/RESC Alliance Increasing Educator Diversity Recruiting training (4/28/22) and Fair (5/5/22)
<p>Hiring Process*</p> <p><i>*Hiring process (except for reference checks and final interviews) may be shortened depending on the time of the year and feasibility of teaching demo lessons.</i></p>	<ul style="list-style-type: none"> ● All applications are initially reviewed by the Human Resources Department to ensure that all necessary materials have been submitted and applicants have the required qualifications (application, cover letter, resume, certification, transcripts, letters of reference) ● Applications are forwarded from HR to the respective administrator ● Administrator selects team to review applications in order to select the most qualified candidates for interview ● Interviews are conducted with the Administrator and team. ● Demo Lessons are scheduled for candidates successful in initial interview ● 3 references checks are conducted and documented on finalists ● Final Interview for certified staff members conducted by either the Assistant Superintendent, Director of Special Education or Superintendent

NEW HIRE STATISTICS

2022-2023

(as of 8/26/22)

All New Hires

	Caucasian	Black	Asian	Hispanic	Total
Female	30			1	31
Male	8				8

Certified Staff Only

	Caucasian	Black	Asian	Hispanic	Total
Female	16			1	17
Male	2				2