

Telephone (617) 559-6005  
Fax (617)559-6010

Office of Human Resources

**M e m o r a n d u m**

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**TO:** David Fleishman, Superintendent  
**FROM:** Heather Richards, Director of Human Resources  
**DATE:** December 15, 2014  
**RE:** Diversity Hiring Summary

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Creating and cultivating a diverse workforce at Newton Public Schools is our shared responsibility. Enclosed is our annual report that is generated following our 2014-2015 hiring cycle. Having a variety of recruitment methods is essential to attracting the widest number of applicants. We have reviewed the approaches and have made adjustments to our recruitment strategies based on the success or opportunities for improvement as a result of FY14.

There has been an increase in the number of staff of color hired in Newton Public Schools in FY15. Since 2009 there has been a total increase of 48 staff of color. In addition, the total staff of color at NPS is 10.73%, the highest in six years. We now have 137 educators and administrators of color.

There is a shortage of educators of color, which has also been recognized by the Department of Elementary and Secondary Education. We will be reviewing and implementing the DESE's recommendations at Newton Public Schools.

In reviewing the age of our staff, 40% of our professional educational staff is over 40 years of age. We also can see that 75% of our professional educators and administrators are female.

Our process of trying new approaches and calibrating is important for our continued increase in the diversity in Newton Public Schools. I look forward to discussing the diversity hiring update in more detail on Monday night.

**Newton Public Schools - Diversity Report - 2014-2015**  
 Data for this report is based on employee self-identification at time of hire

November 6, 2014

**Table 1: New Hires\*\* Since October, 2013: Numbers and Percentages of Staff of Color**

Category	Total New Staff *	African American		American Indian		Asian		Hispanic		Other		White		Total New Staff * of Color	Percent New Staff of Color
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Central Staff	1								1					1	100.00%
Secondary Principals	0													0	N/A
Elementary Principals	1												1	0	0.00%
Non-Aligned Staff & Administrators	3								1			1	1	1	33.33%
Unit A: Teachers, Specialists, Counselors, Social Workers, and Psychologists	162	1	1			1	4		1			33	121	8	4.94%
Unit B: Asst. Principals, Directors, Department Heads, Housemasters, Coordinators, and Supervisors	9								2				7	2	22.22%
Unit C: Teacher Aides/Interns/Coops	214	2	11				7		11	2	3	43	135	36	16.82%
Unit D: Instructional Support Staff	52		2			1	1	1			1	15	31	6	11.54%
Unit E: Admin. Technology Specialists, Community Education Employees, etc.	3												3	0	0.00%
Interns/Coops	41		1				3		1			4	32	5	12.20%
Long Term Substitutes	9											1	8	0	0.00%
NESA: Secretaries	8		1										7	1	12.50%
Custodians	4							1				3		1	25.00%
Elementary Lunch Staff	7		1						1		1	3	1	3	42.86%
METCO Bus Monitors	1		1											1	100.00%
<b>Totals</b>	<b>515</b>	<b>3</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>15</b>	<b>2</b>	<b>18</b>	<b>2</b>	<b>5</b>	<b>103</b>	<b>347</b>	<b>65</b>	<b>12.62%</b>

\* Note: Total staff refers to the number of individuals on staff regardless of their FTE. For example, as of November 6, 2014 Newton employed 1,362 Unit A members with a total FTE of 1,273.36 and 655 Unit C members with a total FTE of 596.73. These numbers include staff who are paid through the general fund, state, federal and private grants as well as revolving accounts.

\*\* New Hires include anyone who moved into a different category.

**Table 2: Numbers and Percentages of Staff of Color**

Category	Total Staff *	African American		American Indian		Asian		Hispanic		Other		White		Total Staff * of Color	Percent Staff of Color
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Central Staff	6								1			1	4	1	16.67%
Secondary Principals	6											5	1	0	0.00%
Elementary Principals	15						1					3	11	1	6.67%
Non-Aligned Staff & Administrators	30	1			1	1	1		1			7	18	5	16.67%
Unit A: Teachers, Specialists, Counselors, Social Workers, and Psychologists	1,362	14	18	1		9	46	4	32	1	3	307	927	128	9.40%
Unit B: Asst. Principals, Directors, Department Heads, Housemasters, Coordinators, and Supervisors	68	2				1	2		2			16	45	7	10.29%
Unit C: Teacher Aides/Interns/Coops	655	8	21			1	25		18	3	5	117	457	81	12.37%
Unit D: Instructional Support Staff	73	2	4			1	1	2	1		1	17	44	12	16.44%
Unit E: Admin. Technology Specialists, Community Education Employees, etc.	33	1										13	19	1	3.03%
Interns/Coops	43		1				3		1			4	34	5	11.63%
Long Term Substitutes	14											1	13	0	0.00%
NESA: Secretaries	85		3				2						80	5	5.88%
Custodians	82	5						4				67	6	9	10.98%
Elementary Lunch Staff	28	1	2				1		3		1	5	15	8	28.57%
METCO Bus Monitors	6		6											6	100.00%
<b>Totals</b>	<b>2,506</b>	<b>34</b>	<b>55</b>	<b>1</b>	<b>1</b>	<b>13</b>	<b>82</b>	<b>10</b>	<b>59</b>	<b>4</b>	<b>10</b>	<b>563</b>	<b>1,674</b>	<b>269</b>	<b>10.73%</b>

\* Note: Total staff refers to the number of individuals on staff regardless of their FTE. For example, as of November 6, 2014 Newton employed 1,362 Unit A members with a total FTE of 1,273.36 and 655 Unit C members with a total FTE of 596.73. These numbers include staff who are paid through the general fund, state, federal and private grants as well as revolving accounts.

**Table 3 - Historical Data - School Years 2009-2010 through 2014-2015**

Category	Total Staff *						Total Staff * of Color						Percentage of Staff of Color						
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	
<b>Central Staff</b>	8	8	6	6	6	6	1	0	0	0	0	1	12.50%	0.00%	0.00%	0.00%	0.00%	16.67%	
<b>Secondary Principals</b>	6	6	6	6	6	6	0	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>Elementary Principals</b>	15	15	15	15	15	15	1	1	1	1	1	1	6.67%	6.67%	6.67%	6.67%	6.67%	6.67%	
<b>Non-Aligned Staff &amp; Administrators</b>	27	26	29	29	30	30	1	1	2	3	4	5	3.70%	3.85%	6.90%	10.34%	13.33%	16.67%	
<b>Unit A:</b> Teachers, Specialists, Counselors, Social Workers, and Psychologists	1,189	1,208	1,201	1,249	1,329	1,362	107	111	115	114	128	128	9.00%	9.19%	9.58%	9.13%	9.63%	9.40%	
<b>Unit B:</b> Asst. Principals, Directors, Department Heads, Housemasters, Coordinators, and Supervisors	64	62	60	62	66	68	7	6	6	5	7	7	10.94%	9.68%	10.00%	8.06%	10.61%	10.29%	
<b>Unit C:</b> Teacher Aides	624	645	627	652	684	655	64	63	60	70	72	81	10.26%	9.77%	9.57%	10.74%	10.53%	12.37%	
<b>Unit D:</b> Instructional Support Staff	63	71	67	75	74	73	5	8	9	9	14	12	7.94%	11.27%	13.43%	12.00%	18.92%	16.44%	
<b>Unit E:</b> Admin. Technology Specialists, Community Education Employees, etc.	33	32	31	31	31	33	2	3	2	2	1	1	6.06%	9.38%	6.45%	6.45%	3.23%	3.03%	
<b>Interns/Coops</b>	-	-	-	-	-	43	-	-	-	-	-	5	-	-	-	-	-	-	11.63%
<b>Long Term Substitutes</b>	7	22	22	17	20	14	0	0	1	0	3	0	0.00%	0.00%	4.55%	0.00%	15.00%	0.00%	
<b>NESA:</b> Secretaries	90	85	80	80	82	85	6	5	8	6	6	5	6.67%	5.88%	10.00%	7.50%	7.32%	5.88%	
<b>Custodians</b>	83	83	81	84	83	82	7	7	7	7	9	9	8.43%	8.43%	8.64%	8.33%	10.84%	10.98%	
<b>Nutrition Workers Unit</b>	74	43	N/A	N/A	N/A	N/A	11	4	N/A	N/A	N/A	N/A	14.86%	9.30%	N/A	N/A	N/A	N/A	
<b>Elementary Lunch Staff</b>	16	24	27	30	30	28	4	8	6	7	9	8	25.00%	33.33%	22.22%	23.33%	30.00%	28.57%	
<b>METCO Bus Monitors</b>	5	5	5	4	5	6	5	5	5	4	5	6	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
<b>Totals</b>	<b>2,304</b>	<b>2,335</b>	<b>2,257</b>	<b>2,340</b>	<b>2,461</b>	<b>2,506</b>	<b>221</b>	<b>222</b>	<b>222</b>	<b>228</b>	<b>259</b>	<b>269</b>	<b>9.59%</b>	<b>9.51%</b>	<b>9.84%</b>	<b>9.74%</b>	<b>10.52%</b>	<b>10.73%</b>	

\* Note: Total staff refers to the number of individuals on staff regardless of their FTE. For example, as of November 6, 2014 Newton employed 1,362 Unit A members with a total FTE of 1,273.36 and 655 Unit C members with a total FTE of 596.73. These numbers include staff who are paid through the general fund, state, federal and private grants as well as revolving accounts.

**Table 4 - Historical Data - Numbers and Percentages of Staff By Gender - School Years 2011-2012 through 2014-2015**

Category	2011-2012					2012-2013					2013-2014					2014-2015				
	Females	Males	Total Staff *	Percent Females	Percent Males	Females	Males	Total Staff *	Percent Females	Percent Males	Females	Males	Total Staff *	Percent Females	Percent Males	Females	Males	Total Staff *	Percent Females	Percent Males
Central Staff	4	2	6	66.7%	33.3%	4	2	6	66.7%	33.3%	4	2	6	66.7%	33.3%	5	1	6	83.3%	16.7%
Secondary Principals	2	4	6	33.3%	66.7%	2	4	6	33.3%	66.7%	1	5	6	16.7%	83.3%			0	#DIV/0!	#DIV/0!
Elementary Principals	10	5	15	66.7%	33.3%	11	4	15	73.3%	26.7%	12	3	15	80.0%	20.0%	12	3	15	80.0%	20.0%
Non-Aligned Staff & Administrators	19	10	29	65.5%	34.5%	20	9	29	69.0%	31.0%	21	9	30	70.0%	30.0%	21	9	30	70.0%	30.0%
Unit A: Teachers, Specialists, Counselors, Social Workers, and Psychologists	891	310	1,201	74.2%	25.8%	943	306	1,249	75.5%	24.5%	1,009	320	1,329	75.9%	24.1%	1,026	336	1,362	75.3%	24.7%
Unit B: Asst. Principals, Directors, Department Heads, Housemasters, Coordinators, and Supervisors	39	21	60	65.0%	35.0%	40	22	62	64.5%	35.5%	45	21	66	68.2%	31.8%	49	19	68	72.1%	27.9%
Unit C: Teacher Aides	518	109	627	82.6%	17.4%	538	114	652	82.5%	17.5%	556	128	684	81.3%	18.7%	526	129	655	80.3%	19.7%
Unit D: Instructional Support Staff	53	14	67	79.1%	20.9%	54	21	75	72.0%	28.0%	59	15	74	79.7%	20.3%	51	22	73	69.9%	30.1%
Unit E: Admin. Technology Specialists, Community Education Employees, etc.	14	17	31	45.2%	54.8%	16	15	31	51.6%	48.4%	14	17	31	45.2%	54.8%	19	14	33	57.6%	42.4%
Interns/Coop	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	39	4	43	90.7%	9.3%
Long Term Substitutes	20	2	22	90.9%	9.1%	15	2	17	88.2%	11.8%	12	8	20	60.0%	40.0%	13	1	14	92.9%	7.1%
NESA: Secretaries	80	0	80	100.0%	0.0%	80	0	80	100.0%	0.0%	82	0	82	100.0%	0.0%	85	0	85	100.0%	0.0%
Custodians	7	74	81	8.6%	91.4%	7	77	84	8.3%	91.7%	7	76	83	8.4%	91.6%	6	76	82	7.3%	92.7%
Nutrition Workers Unit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Elementary Lunch Staff	21	6	27	77.8%	22.2%	23	7	30	76.7%	23.3%	25	5	30	83.3%	16.7%	22	6	28	78.6%	21.4%
METCO Bus Monitors	5	0	5	100.0%	0.0%	4	0	4	100.0%	0.0%	5	0	5	100.0%	0.0%	6	0	6	100.0%	0.0%
<b>Totals</b>	<b>1,683</b>	<b>574</b>	<b>2,257</b>	<b>74.6%</b>	<b>25.4%</b>	<b>1,757</b>	<b>583</b>	<b>2,340</b>	<b>75.1%</b>	<b>24.9%</b>	<b>1,852</b>	<b>609</b>	<b>2,461</b>	<b>75.3%</b>	<b>24.7%</b>	<b>1,880</b>	<b>620</b>	<b>2,500</b>	<b>75.2%</b>	<b>24.8%</b>

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**Table 5 - Number of Unit A Staff By Job Description By Race**

<b>Job Class Description</b>	<b>African-American</b>	<b>American Indian</b>	<b>Asian</b>	<b>Hispanic</b>	<b>Other</b>	<b>Caucasian</b>	<b>Total Staff*</b>
ADAPTED PE TEACHER						8	8
ART TEACHER	1		1			29	31
BOARD CERT BEHAVIOR ANLST				1		4	5
BUSINESS TEACHER						4	4
CAREER & TECH ED TEACHER						9	9
CAREER&TECH ED COUNSELOR						1	1
COUNSELOR	4		1			13	18
COUNSELOR-SPECIAL PROGRAM						2	2
DANCE TEACHER						1	1
DRAMA TEACHER						2	2
ELEM CURR SPEC - LITERACY						2	2
ELL LIAISON						2	2
ENGLISH TEACHER	3	1	3	4		71	82
ENRICHMENT TEACHER						1	1
ESL TEACHER	1		1	1		34	37
FAMILY & CONSUMER SCIENCE						3	3
GRADE 1 TEACHER			1	2		45	48
GRADE 2 TEACHER	2		1	1		45	49
GRADE 3 TEACHER	1		1	1		43	46
GRADE 4 TEACHER	1		1	2		43	47
GRADE 5 TEACHER	1		3	1		42	47
GRADE K TEACHER	2		1	3		42	48
GRADE K/1 TEACHER						1	1
GUIDANCE COUNSELOR	3		3			33	39
HEALTH TEACHER						7	7
HEARING IMPAIRED TEACHER						2	2
INCLUSION FACILITATOR						37	37
INNOVATION LAB WORK SPVSR						2	2
INSTRUCTIONAL TECH SPEC				1		13	14
LIBRARY TEACHER				1		21	22
LITERACY SPECIALIST			1	1		18	20
MATH TEACHER	1		7	2		73	83
MATH COACH	1		1		1	10	13
MEDICAL SERVICES - OT			1			14	15
MEDICAL SERVICES - PT						5	5
MUSIC TEACHER	2		1			30	33
NTA OFFICER						2	2
OUT-OF-DIST PLCMT LIAISON						1	1
PERFORMING ARTS TEACHER						1	1

**Table 5 - Number of Unit A Staff By Job Description By Race**

<b>Job Class Description</b>	<b>African-American</b>	<b>American Indian</b>	<b>Asian</b>	<b>Hispanic</b>	<b>Other</b>	<b>Caucasian</b>	<b>Total Staff*</b>
PHYSICAL ED TEACHER	1			1		34	36
PRESCHOOL TEACHER						3	3
PSYCHOLOGIST	1		1	2		20	24
READING SPECIALIST						2	2
RETIRED PSYCHOLOGIST						2	2
RETIRED TEACHER NTA						17	17
SCIENCE - BIOLOGY			2	1		11	14
SCIENCE - CHEMISTRY			2	1	1	11	15
SCIENCE - EARTH SCIENCE						11	11
SCIENCE - GENERAL SCIENCE						8	8
SCIENCE - LIFE SCIENCE			1			11	12
SCIENCE - PHYSICS			1	1		16	18
SCIENCE-PHYSICAL SCIENCE						2	2
SOCIAL STUDIES TEACHER	3		5	1		65	74
SOCIAL WORKER	1					17	18
SPEC ED PRESCHOOL TEACHER	1					12	13
SPECIAL ED TEACHER			1	1	1	154	157
SPECIAL ED TEAM SPECIAL						8	8
SPECIAL PROGRAM TEACHR HS			1			9	10
SPEECH/LANG PATHOLOGIST				1		37	38
TECHNICAL ED TEACHER						8	8
TECHNOLOGY TEACHER			1			2	3
THEATRE PRODUCTION TEACHR						1	1
THEATRE TEACHER			1			3	4
TITLE I TEACHER						1	1
VISION SPECIALIST			1			4	5
WORLD LANGUAGE ASL						1	1
WORLD LANGUAGE SPANISH			1	6	1	27	35
WORLD LANGUAGES CHINESE			9				9
WORLD LANGUAGES FRENCH	2					10	12
WORLD LANGUAGES ITALIAN						6	6
WORLD LANGUAGES LATIN						5	5
<b>Grand Total</b>	<b>32</b>	<b>1</b>	<b>55</b>	<b>36</b>	<b>4</b>	<b>1234</b>	<b>1362</b>

**Table 6 - Number of Unit A Staff By Age**

<b>Unit A</b>		
<b>Age Range</b>	<b>Number</b>	<b>Percentage</b>
22-29	214	0.157
30-35	253	0.186
36-39	228	0.167
40+	667	0.490
<b>Total</b>	<b>1,362</b>	