



BURBANK
UNIFIED SCHOOL DISTRICT

Diversity, Equity, and Inclusion
(DEI) Committee Update
February 3rd, 2022

OVERARCHING DEI GOAL & APPROACH

Overarching goal: To conduct a thorough audit of Diversity, Equity and Inclusion in BUSD and make recommendations regarding future implementation of policy, practice, instruction and engagement.

- Focus on long-term, sustained work.
- Engage multiple stakeholder groups, including but not limited to: students, teachers, certificated staff, classified staff, administration, parents and caregivers.
- Conduct formative and summative assessment focused on impact of DEI training on teacher efficacy and content changes
- Conduct formative and summative assessment focused on impact of DEI training from student perspective
- Provide regular updates to Board of Ed regarding the achievement of said goals
- Addressing the culture and organization through research and assessment

DEI UPDATE

- Ms. McCoy has finalized DEI surveys for classified staff, faculty, and teachers. Surveys will be distributed to all employees by January 28th.
- Ms. McCoy is finalizing student and parent draft surveys by February 4th. Surveys will be distributed to students and parents by February 15th.
- Ms. McCoy will send the draft student and parent surveys to the board subcommittee for review by February 4th.
- Ms. McCoy will organize student and parent focus groups to receive feedback on both surveys by February 8th before finalizing the surveys.
- By March 15th, present and review all survey results and discuss next steps
- Post survey implementation, Ms. McCoy will be auditing classrooms to better understand classroom engagement and climate.
- Ms. McCoy is working with the DEI Engagement Committee to host a student-led panel event in February.

DEI UPDATE

- Dr. Hill and Ms. McCoy collaborated with JBHS and BHS's Black Student Union groups to record a tribute to Martin Luther King, Jr. Day. We discussed how BHS, JBHS, and the district work towards MLK's dream and mission with our work in DEI. It was a student-led production with both schools' media teams.
- Ms. McCoy will be working with Providencia and Burbank High's intervention team and yard staff to develop tools when having difficult conversations about race and gender equality issues with elementary and secondary students.
- Ms. McCoy is working with the policy team to develop a Hate Crime Policy.
- Ms. McCoy is working with instruction and teachers to develop supplementary materials, ethnic studies courses, a new list of novels, and ongoing professional development for teachers, staff, and faculty that will be rolled out by January 2022. (delayed due to the freeze of Professional Development)
- Continue meeting with student groups, teachers, parents, and community groups to understand their experience in BUSD and how we can implement change.
- Continue to facilitate the District's DEI Committee and Subcommittees (engagement, instruction, and policy).



Questions?

APPENDIX

- Instruction Goals & Updates
- Instruction Goals & Updates 2
- Policy Goals & Updates
- Engagement Goals & Updates
- DEI On-GOING WORK

KEY COMPONENTS

(taken from [Fordham University](#))

- **Mission:** Aligning diversity strongly with the institution's mission is a cornerstone of this work. Diversity will remain marginal unless it is central to the core teaching, research, and mission.
- **Culture:** Takes longer to change the climate and must be framed so that diversity can be facilitated rather than obstructed.
- **Human Capital:** Do faculty, staff, and administration share a commitment to DEI goals? Do they possess the skills necessary to implement DEI goals? If not, are there opportunities for them to be developed?
- **Core Institutional Processes:** To what degree is diversity engaged in strategic plans, ongoing reports to the board, policy, and strategic proposals?
- **Perceptions of Institutional Commitment:** Importance of people's perceptions about fairness, overall views of the institution, or in specific domains such as the allocation of resources, procedures, and interpersonal treatment

INSTRUCTION GOALS & UPDATES

- Goal 1- Identify gaps in the K12 Social Science curriculum and make recommendations for materials to make the instruction more inclusive.
 - The alignment document for elementary will be done by February 2022 (delayed)
 - The DEI Consultant will begin working with secondary history/social science teachers on alignment at the next Social Science Task Force meeting in January 2022 (delayed)
- Goal 2- Provide professional development for teachers and staff and create systems of sustainability for the DEI work.
 - Complete the first round of Professional Development for all teachers with Facing History by May 2022.
 - Work with Instructional Services and Human Resources to plan professional development for classified employees. Plan ready by May 2022.
 - Work with Human Resources to design sustainability of the work by creating teacher leaders at every school site. Plan ready by May 2022.

INSTRUCTION GOALS & UPDATES

- Goal 3- Increase diverse literature choices in classrooms, school libraries & core literature choices.
 - English teachers are working on the 6-12 mapping of standards and will be making some recommendations for new diverse works by December 2021 (delayed).
 - Instruction Subcommittee is interested in adding books to school libraries with the LCAP process and members plan to attend the next round of meetings in February 2022 (delayed).
 - Develop a process for adding books to the core and supplemental novel lists- first draft by January 2022 (delayed).
- Goal 4- Make a recommendation for the adoption of an Ethnic Studies course.
 - The DEI Consultant will begin working with secondary history/social science teachers on the development of an Ethnic Studies course at the next Social Science Task Force meeting in January 2022 (delayed).

POLICY GOALS & UPDATES

- Goal 1: Update Curriculum Board Policy and Administrative Regulations
 - By January 2022: Board Policy and Administrative Regulations have been revised approved by the Board **(COMPLETED)**
- Goal 2: Create Open Access Board Policy **(COMPLETED)**
 - By February 2022: Present to the Board a policy on Open Access for courses. **(IN PROGRESS)**
- Goal 3: Expand DEI trainings
 - By March 2022: Develop and implement DEI training for individuals who participate in hiring panels.
 - By April 2022: Develop and implement DEI training for new substitute teachers hired into the district.

ENGAGEMENT GOALS & UPDATES

- Goal 1: Collect feedback from students, families and employees via surveys.
 - By January 10th, launch survey for students, families and employees (delayed)
 - By February 17th present and review survey results and discuss next steps (delayed)
- Goal 2: Integrate student-led DEI groups into programming.
 - By February 2022 host a student panel focused on DEI
- Goal 3: Strengthen collaboration and best practice sharing among school-site PTA DEI committees.
 - By April 2022 host a parent panel focused on sharing DEI best practices
- Goal 4: Share school and community-wide programming across the district.
 - By January 2022 Dr. Hill and Ms. McCoy will record and share a video that addresses the history of racism in Burbank, where we are now, and where we are headed. (will be distributed by the end of January).
 - By May 2022 develop a centralized calendar/app to share/promote events across the district.

DEI ON-GOING WORK

- By June 30, 2022: Develops and oversees a comprehensive plan for diversity, equity, and inclusion for all administrators, teachers, classified staff, students, and families/parents/guardians under the direction of the Superintendent
- By June 30, 2022: In consultation with the Superintendent, coordinates and systematizes where the ongoing responsibilities related to diversity, equity, and inclusion within the District will be housed/assigned once the independent services contract expires.
- February 2022- May 2022: Coordinates with District Administration to design and deliver family programs on topics related to diversity, equity, and inclusion.
- Promotes and communicates the DEI work being done through ongoing district-wide community communications, marketing, and messaging.