

KENTUCKY DEPARTMENT OF EDUCATION STAFF NOTE

Topic: Kentucky Department of Education Employment Report

Date: December 2020

Action Requested: Review Action/Consent Action/Discussion

Held In: Full Board Curriculum, Instruction and Assessment Operations

SUMMARY OF ISSUE BEFORE THE BOARD:

To provide the Kentucky Board of Education (KBE) with current employment data for the Kentucky Department of Education.

APPLICABLE STATUTE OR REGULATION:

The Executive Branch Affirmative Action Plan as required by KRS 18A.138; Executive Order 2013-841

BACKGROUND:

Existing Policy:

Pursuant to the Executive Branch Affirmative Action Plan, effective December 31, 2015, the minority employment hiring goal for the executive branch is 12.2%. The Kentucky Department of Education's (KDE) plan shares the same goal and is designed to: 1) provide equal opportunities for recruitment and selection at all levels of the department; 2) mirror the student population of Kentucky's schools; and 3) provide for a multi-talented and diverse workforce that can provide quality leadership and professional services to local school district administrators, teachers, parents, students and citizens.

The KDE has a history of meeting and usually surpassing the minority employment goal. On October 16, 2012, the number of KDE staff more than doubled with the addition of the Office of Career and Technical Education. Due to factors such as geographic location, the KDE's inability to compete with salaries offered in the private sector, demographics and lack of candidates possessing minimum education and experience requirements for particular job classifications, recruitment of minority staffing at the 51 Area Technology Centers is difficult. The department has implemented its hiring policies and procedures for the Office of Career and Technical Education in an attempt to improve minority recruitment and hiring. These include minority representation on all interview panels and interviewing a minimum of two minority candidates if identified and qualified. The KDE continuously seeks opportunities to increase minority awareness and recruitment.

Summary of Issue:

For the six-month period from May 1, 2020 through October 31, 2020, KDE's employment data is as follows:

I. KDE (excluding the Office of Career and Technical Education)

As of the close of business on October 31, 2020, employed 501 full-time employees, totaling 434 non-minority employees (86.6%) and 67 minority employees (13.4%).

- The department's Frankfort-based, full-time workforce of 334 employees includes 287 non-minority employees (85.9%) and 47 minority employees (14.1%).

During the six-month period from May 1, 2020 – October 31, 2020 there were:

- 28 appointments
- 38 separations from employment
 - 14 separations from support positions
 - 20 separations from professional positions
 - 4 separations from leadership positions

During the six-month period from May 1, 2020 – October 31, 2020 there were:

- 51 positions for which interviews were held
- 1384 applicants who expressed an interest in those positions, via self-nomination
- 462 candidates selected to be reviewed and interviewed if qualified for those positions by the supervisor/manager in the office/division

II. The Office of Career and Technical Education

As of the close of business on October 31, 2020 employed 570 full-time employees, totaling 560 non-minority employees (98.2%) and 10 minority employees (1.8%).

During the six-month period from May 1, 2020 – October 31, 2020 there were:

- 35 appointments
- 64 separations from employment
 - 11 separations from support positions
 - 44 separations from professional positions
 - 9 separations from leadership positions

During the six-month period from May 1, 2020 – October 31, 2020 there were:

- 51 positions for which interviews were held
- 509 applicants who expressed an interest in those positions, via self-nomination
- 467 candidates selected to be reviewed and interviewed if qualified for those positions by the supervisor/manager in the office/division

Attached are four charts, two charts showing overall and minority employment by office minority and historical employment data, and two showing overall and minority employment for the Office of Career and Technical Education and historical employment data.

III. Recruitment Efforts

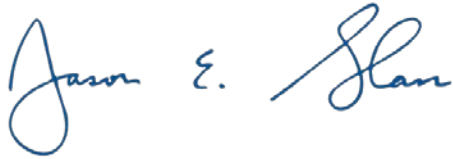
KDE's processes require minority participants on interview panels for the hiring of staff. The KDE utilizes the MyPurpose system, Kentucky Educator Placement Service (KEPS) and KDE websites to post jobs and recruit applicants. The KDE uses the Personnel Cabinet's homepage "Spotlight" feature for difficult to fill positions. State employees also have access to the LinkedIn app. In collaboration with the Workforce Development Cabinet, the KDE has the ability to post difficult to fill positions on LinkedIn. The Kentucky School for the Deaf (KSD)

uses the American Sign Language (ASL)-linked YouTube channel as a tool to recruit deaf teachers, administrators and classified positions. This link is added to all KSD job postings and allows potential applicants, who are deaf or hard of hearing, to watch a YouTube video of someone using ASL to explain the details and requirements of the KSD posting. Department of Resource Management human resource staff will attend the virtual Governor’s Conference on Leadership, Equality, Accessibility and Diversity scheduled for November 18-19, 2020 to learn new ways to think about diversity initiatives and receive additional insight about the topics of unconscious bias, diversity best practices, ADA inclusivity and more.

Budget Impact: There is no additional budget impact on state funds due to these efforts.

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Commissioner of Education

Category: <input type="checkbox"/> District Innovation <input type="checkbox"/> Strengthening Educators <input checked="" type="checkbox"/> Family/Community Involvement <input type="checkbox"/> Student/Family Supports <input type="checkbox"/> Student Interventions <input type="checkbox"/> Coursework Completion <input type="checkbox"/> Accountability Reporting
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