APPENDIX B

Wade Theresa

From: Chancellor Carmen Fariña
Sent: Wednesday, November 19, 2014 5:23 PM
To: Chancellor Carmen Fariña
Subject: Diversity and Inclusion Message

Dear Colleagues,

My vision for New York City's public schools emphasizes certain key values, including trust, collaboration, and support. These are among the six transformative elements of the Capacity Framework that drive improvement in schools—and provide the foundation for building a positive working environment for all DOE employees.

As you work on behalf of New York City's students, I am focused on creating a workplace where you feel valued, supported by your managers and colleagues, and empowered to collaborate and innovate. I am committed to providing you with broader professional learning opportunities, more ways to share and connect with your co-workers, a range of options for taking on leadership roles, and a continuing culture of respect—whether you work in a school, a field or central office, or in another role.

Diversity and Inclusion

As Chancellor, I am proud to reaffirm the DOE's continued commitment to diversity, inclusion, equal employment opportunities for employees, equal educational opportunities for students, and equal procurement opportunities for vendors.

In a City and school system as vast and wonderfully diverse as ours, it is particularly important that we embrace our diversity as a core strength. Our ability to offer students a world-class education depends on maintaining a workplace where all of our employees can thrive.

With that in mind, I want to emphasize the following points:

- I invite you to review the DOE's Diversity and Inclusion Policy, which describes our commitment to diversity and inclusion in hiring, employee retention, and vendor procurement. For more information, please review the diversity and inclusion resources available on the DOE Intranet.
- The DOE's Non-Discrimination Policy and Chancellor's Regulation A-830 reinforce our commitment to ensuring that every student has the opportunity to thrive and that every employee has the opportunity to work in an environment that values his or her individual contributions. Please refer to Chancellor's Regulation A-830 for additional information about the procedures for filing a complaint of unlawful discrimination or harassment.
- I am committed to ensuring that all businesses, including minority and women-owned business enterprises, have an equal opportunity to compete for DOE contracts. Procurement can strengthen the economic vitality of the communities surrounding our schools—which, in turn, benefits our students—and the DOE will continue to cast a wide net for qualified suppliers from all segments of the community.
- If you have questions about the DOE's diversity and inclusion policies, I encourage you to contact the Office of Equal Opportunity and Diversity Management at (718) 935-3320, or find them online at schools.nyc.gov/oeo.

More Resources and Support for Central Employees

The DOE remains committed to engaging in forward looking reforms and diversity initiatives designed to promote the recruitment and retention of a diverse workforce. I want to share with you some specifics about the expanded opportunities for professional growth and engagement for those who work in the DOE's central offices. The newly-launched **Employee Engagement and Development Initiative** will provide:

- A rich curriculum of professional learning workshops and classes,
- A menu of options for central employees looking to develop as leaders,
- Ongoing opportunities to engage with colleagues from your division and other divisions in formal and informal settings, and to learn more about the work of the DOE,
- A more comprehensive employee orientation process and a set of tools to help new employees get off to a strong start, and
- An employee feedback cycle that places an emphasis on fostering a constructive, supportive relationship between you and your manager, helping you to develop and pursue goals that contribute toward your own growth and toward the larger mission of the organization.

You will be able to find more information about all of these opportunities, as well as news of interest to central employees and a calendar of coming events, at the new Central Employees' Portal on the DOE Intranet, which will be launching in the coming weeks.

As a first step in this new initiative, you will soon receive an invitation to take part in the DOE's first All-Central Employee Survey. The survey will help us to ensure that the professional development and employee engagement opportunities we provide will truly meet your needs. You will also have the opportunity to participate in the first MyDOE Week: a series of onboarding activities designed to welcome new employees, help them understand the DOE's mission, structure, and strategic priorities, and provide opportunities to build relationships. For more information, visit schools.nyc.gov/mydoeweek.

Mayor de Blasio and I remain committed to expanding opportunities for all of the DOE's applicants, employees, and vendors. Thank you for promoting workplace and academic environments that value the diverse experiences, perspectives, and contributions of our employees, students, families, and communities—and thank you, as always, for your wonderful work on behalf of New York City's children.

Sincerely,

Carmen Fariña

Chancellor