



## **I. Statement of Purpose**

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### **Purpose**

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As a result of Kalamazoo RESA reviewing its strategic plan to create a positive, safe and inclusive organizational work environment, the Inclusion and Diversity (I&D) Team has created an effective action plan to address the issue. The action plan affirms Kalamazoo RESA's commitment to:

1. Attract and recruit a diverse workforce
2. Develop and retain a diverse workforce
3. Strengthen the organizational culture that values diversity through its practices

## **II. Objectives & Strategies**

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### **Objectives**

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1. Kalamazoo RESA will maintain a standing Inclusion and Diversity Team, made up of employees reflective of KRESA's programs with the mission to carry out this action plan.
2. Kalamazoo RESA will implement trainings and professional development that focuses on a culturally competent workforce.
3. Kalamazoo RESA will employ intentional recruitment strategies to target and attract a diverse applicant pool for job openings.
4. Kalamazoo RESA will intentionally review its policies and procedures to ensure they value diversity and inclusion.

### **Objective 1 and Strategies**

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Kalamazoo RESA will maintain a standing Inclusion and Diversity Team, made up of employees reflective of KRESA's programs with the mission to carry out this action plan.

1. Recommend that Administrators from each program petition interested employees to become members of the Inclusion and Diversity Team.
2. Form an Anti-Bias/Anti-Racism Planning (ABAR) & Design Task Force, from the I&D Team, to carry out the action plan with Administration's support.

### **Objective 2 and Strategies**

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Kalamazoo RESA will implement trainings and professional development that focuses on a culturally competent workforce.

1. Recommend the Kalamazoo RESA Inclusion and Diversity Team be provided professional development equipping them with the capacity to become a highly effective Task Force for creating a positive, safe, and inclusive work environment.

2. Highly recommend that Kalamazoo RESA provide professional development opportunities to all levels of the organization to build capacity and a common institutional language and understanding of systemic barriers to building an inclusive organization.
3. Administrators would be encouraged to attend identified professional development increasing the understanding of the leadership team in the area of systemic bias.
4. It is suggested that the Instructional Center Staff members be provided introductory training to provide them with baseline understanding of systemic bias and the harm done to organizations/communities when this is present.

### **Objective 3 and Strategies**

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Kalamazoo RESA will employ intentional recruitment strategies to target and attract a diverse applicant pool for job openings.

1. Suggest Human Resources meets with program administrators to identify diversity gaps within their department.
  - a. HR could assist departments with a recruitment plan focused on diversity gaps.
  - b. Recommend Human Resources and department teams target and attend career fairs with anticipated high levels of diverse candidates.
  - c. Kalamazoo RESA would begin to partner with local school districts, colleges, and community agencies in building internship programs that focuses on the recruitment of diverse interns.
2. Recommend a well-developed and well-communicated succession plan be instituted throughout the organization, utilizing a mentorship model.
3. Suggest the development of a mentorship program throughout the organization that employees can opt in to.
4. Recommend HR and Administrators to seek out and encourage current staff to apply for positions, so that internal applicants are considered for positions, prior to posting externally.
5. Suggest the development of an employee advancement matrix that gives equal weight to experience and education when Administrators consider internal promotions.

### **Objective 4 and Strategies**

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**Kalamazoo RESA will intentionally review its policies and procedures to ensure they value inclusion and diversity.**

1. Recommend The ABAR Planning & Design Task Force to work with HR on reviewing employee handbook and other policies through a trained lens of inclusion and diversity.
2. Recommend KRESA seek feedback on policy/procedure content and wording from community partners specializing in services to specific populations.

### III. Timeline

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This Action Plan sets out to place Kalamazoo RESA in position for transformation.

#### Timeline for Implementation

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- Present Action Plan to Kalamazoo RESA's Cabinet
  - Administrators from each program solicit employees to become members of the Inclusion and Diversity Team (1: 1)
  - Begin training the I&D Team to form The ABAR Planning & Design Task Force for the creation of an Anti-Bias/Anti-Racism Team (2: 1)
  - Offer professional development to all levels of the organization – Administrators, Teachers, Instructional Consultants, etc... (2: 2,3,4)
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- Form The ABAR Planning & Design Task Force (1: 2)
  - Training for The Planning & Design Task Force (2: 1)
  - Human Resources (HR) meets with program Administrators to identify diversity gaps within their department (3: 1)
  - HR assists departments with a recruitment plan to close the diversity gap (3: 1)
  - Continue to offer professional development to all levels of the organization (2: 2,3,4)
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- The Planning & Design Task Force works with HR to review employee handbook and other policies/procedures (4: 1)
  - KRESA receive consultation from an Anti-Bias/Anti-Racism ally on policies and procedures (4: 2)
  - Develop mentorship program within the KRESA that employees can participate in (3: 2,3)
  - Develop an employee advancement matrix (3: 5)
  - HR and Administrators seek internal applicants prior to posting externally (3: 4)
  - Continue to offer professional development to all levels of the organization (2: 2,3,4)
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