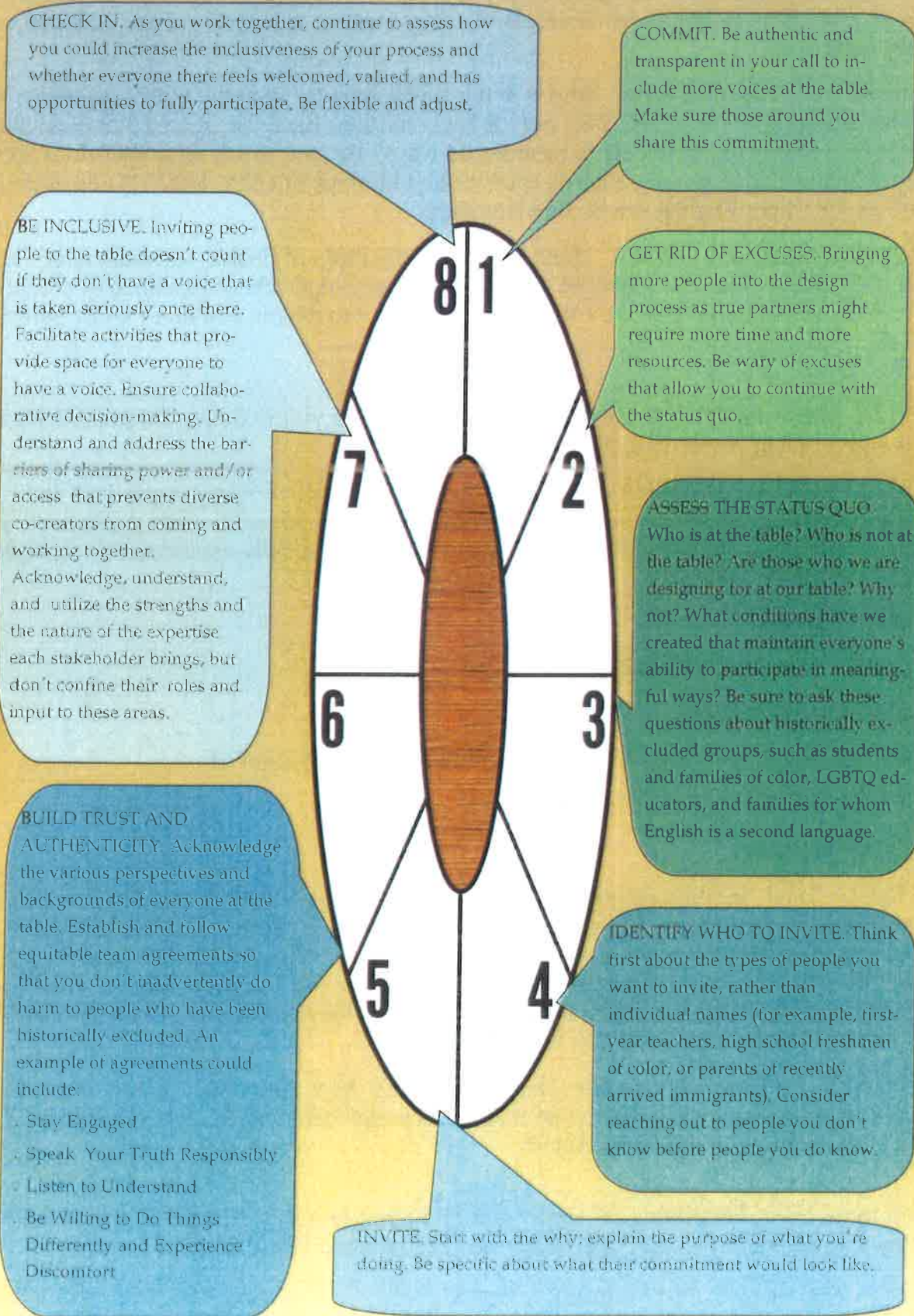


Building Our Inclusive Table

Current District Placement



How to Build an Inclusive Table

- 1 **COMMIT.** Be authentic and transparent in your call to include more voices at the table. Make sure those around you share this commitment.
- 2 **GET RID OF EXCUSES.** Bringing more people into the design process as true partners might require more time and more resources. Be wary of excuses that allow you to continue with the status quo.
- 3 **ASSESS THE STATUS QUO.** Who is at the table? Who is not at the table? Are those who we are designing for at our table? Why not? What conditions have we created that maintain everyone's ability to participate in meaningful ways? Be sure to ask these questions about historically excluded groups, such as students and families of color, LGBTQ educators, and families for whom English is a second language.
- 4 **IDENTIFY WHO TO INVITE.** Think first about the types of people you want to invite, rather than individual names (for example, first-year teachers, high school freshmen of color, or parents of recently arrived immigrants). Consider reaching out to people you don't know before people you do know.
- 5 **INVITE.** Start with the why; explain the purpose of what you're doing. Be specific about what their commitment would look like.
- 6 **BUILD TRUST AND AUTHENTICITY.** Acknowledge the various perspectives and backgrounds of everyone at the table. Establish and follow equitable team agreements so that you don't inadvertently do harm to people who have been historically excluded. An example of agreements could include:
 - Stay Engaged
 - Speak Your Truth Responsibly
 - Listen to Understand
 - Be Willing to Do Things Differently and Experience Discomfort
 - Expect and Accept Non-Closure
 - Confidentiality
- 7 **BE INCLUSIVE.** Inviting people to the table doesn't count if they don't have a voice that is taken seriously once there. Facilitate activities that provide space for everyone to have a voice. Ensure collaborative decision-making. Understand and address the barriers of sharing power and/or access that prevents diverse co-creators from coming and working together. Acknowledge, understand, and utilize the strengths and the nature of the expertise each stakeholder brings, but don't confine their roles and input to these areas.
- 8 **CHECK IN.** As you work together, continue to assess how you could increase the inclusiveness of your process and whether everyone there feels welcomed, valued, and has opportunities to fully participate. Be flexible and adjust.

Learn more about facilitating for equity and find other sample team agreements at the National Equity Project and the Field Guide from the Creative Reaction Lab.