

**Inclusion, Diversity, Equity, & Anti-Racism Committee**  
**DRAFT Work Plan 2024 – 2025**

	<b>Description</b>	<b>Time Frame</b>	<b>Personnel Responsible</b>	<b>Budget</b>	<b>NOTES</b>
<b>Revise Charge</b>	Review the IDEA Committee’s charge to ensure it provides sufficient guidance and flexibility for future work.	August – September 2024	Co-chairs propose revisions; full committee reviews, edits, and approves suggested changes. Committee brings proposals to Select Board for approval.	N/A	Approved at Oct. 7 <sup>th</sup> Select Board agenda
<b>Framework to be used for recruiting new Board/Committee members</b>	Develop a protocol that will be used by all town boards and committees when seeking volunteers to serve on boards, committees, and subcommittees. Work with the Select Board, Town Moderator, and all boards/committees to communicate value of equity and importance of consistency and ensure the protocol works universally.	Fall 2024 – Winter 2025	Co-chairs propose a protocol; full committee reviews, edits, and approves a draft to be shared with other committees. IDEA members meet with other committees to discuss. Final version is implemented as soon as possible.	N/A	Reviewed with Select Board on October 7 <sup>th</sup>
<b>Recruit IDEA Members</b>	Once the IDEA Charge is updated and the work plan is approved, recruit up to 4 new at-large members (try to recruit a Lincoln-Sudbury student). Select Board appoints new members	Fall 2024	IDEA Committee Select Board	N/A	
<b>Event Planning</b>	Plan “newcomers” and/or “get to know Lincoln” event(s). Consider existing events in the municipal calendar such as the PTO Back to School event, Fall Fest, State	Fall 2024 – June 2025;	IDEA Events Subcommittee Full IDEA committee Town staff DEI committee?	Yes, budget required	Newcomer’s party scheduled for Jan. 26, 2025

	of the Town, Town Meeting, Pride Kick-off, Juneteenth, etc.				
<b>IDEA Principles Framework for Boards and Committees</b>	<p>Develop a set of questions/framework for all town boards and committees to used throughout regular work and when developing/implementing policy. Work with all boards/committees to communicate importance of the framework, gather input, and to use the input to finalize the framework.</p> <ul style="list-style-type: none"> <li>- Communication with the community – ways to communicate/languages</li> <li>- Possible that we may want to hire Racial Equity Group to review the draft framework.</li> <li>- Build on work of School</li> </ul>	Fall 2024 – June 2025	IDEA Members Town Staff Other Boards/Committees	Possible \$ for review of draft framework.	
<b>Collaboration with Staff Diversity Committee &amp; LPS AIDE Committee</b>	Establish collaboration and support between all three groups	Ongoing	IDEA AIDE – Lincoln Public Schools Staff DEI group		
<b>Develop Work Plan &amp; Budget Proposals for FY26</b>	Determine budget requirements for inclusion in the FY26 Town budget, e.g. funds for training staff/board/committee members, funds for hosting events, etc.	August 2024 – January 2025	IDEA Members Town Administrator Select Board		
<b>Other Possible Work</b>	<ul style="list-style-type: none"> <li>- Be involved in Town Meeting Study Committee</li> <li>- Be involved in revamp of Town website</li> </ul>				9/30/24: Incorporated draft framework into TMSC charge and recruitment announcement