



# Board Equity Policy Advisory

Meeting Agenda/Minutes

Tuesday, September 27th, 2022 4 pm to 5:30 pm - [Virtual](#)

## Attendees

**Yadira Martinez**, Board Member  
**Ernest Stephens**, Board Member  
**Adriana Guerrero**, Community Partner  
**Inger McDowell-Hartye**, Community Attendee  
**Sharif Liwaru**, Director Equity & Family Partnerships

**Debbie Simons**, Chief Human Resources Officer  
**Dan Goldman**, Superintendent  
**Huxley Shelton**, Administrative Specialist  
**Mithu Dasgupta**, Community Attendee

## Agenda

### Check-In

1. Welcome new members
2. Share a fascinating, even random, fact you think is interesting. E.g. A lion's roar can be heard from five miles away or children grow faster in the springtime.

### Overview

1. Process
  - a. OSBA sends out policies to our ESD staff
  - b. Staff team will forward all relevant policies to BEPAC (Strat plan informed)
  - c. BEPAC, after deciding on policy, will send to the ESD staff Team to join in policies submitted to the board
  - d. BEPAC can also select existing policies that should be revised
2. Selection of community members
  - a. Process
  - b. Candidates
  - c. Selection
3. Open Community seats

## Review

4. Policies
  - a. Status of past policies
  - b. New policies:
    - i. [GBEA](#) - Workplace Harassment
    - ii. [GCDA](#) - Criminal Records
    - iii. [JGAB](#) - Use of Restraint
5. Policies to review next

## Last Meeting Follow-up

## New Business

- 1.

## Minutes

- **Check In**
  - Sharif Liwaru, Director of Equity and Family Partnerships, starts the meeting with the check-in. New members Yadira Martinez and Ernest Stephens were welcomed.
- **Overview 1: Process**
  - Liwaru reviewed the purpose of this committee: to review policies through an Equity Lens in order to make suggestions for revisions to the Board.
  - Liwaru reminded the committee of the **Policy** process:
    - The Oregon School Board Association (OSBA) sends out policies to our ESD staff
    - Staff forwards all relevant policies, informed by the Strategic Plan, to BEPAC.
    - BEPAC looks at the policies through the thought point of an Equity and Anti-Racist lens and adjusts policies according to the potential implications for students and staff.
    - BEPAC, after deciding on policy, sends back to the ESD HR staff policy team to join in policies submitted to the Board.
    - BEPAC may also select existing policies that should be revised, in addition to mandatory policies, to revise and submit to the Board for approval.
- **Overview 2: Selection of Community Members**
  - Liwaru reminded the committee of the **Selection of Community Members** process:
    - Process: Liwaru will soon send out an email that committee members may forward to those they know that may be interested. The

committee has 2 open seats to be filled by persons with preferably a strong relationship with the community. Submissions will be open for 2 weeks.

- Candidates: Candidates will be reviewed at the October meeting and will be submitted to the Board for voting and adoption.
- Selection: Board will vote on the 2 new members at the November 8th meeting, and the new members will join the committee at the December 6th meeting.

- **Overview 3: Open Community Seats**

- As mentioned above, Liwaru noted the committee currently has two open community seats.
  - 2 committee seats were recently vacated
  - The former seats featured a participant with a strong coastal connection and a participant with a wide variety of connections across districts.
  - The committee is looking for candidates with strong community voice and representation to fill these positions.
  - Committee will follow the Selection of Community Members process to fill the 2 vacated seats.

- **Review 1: Policies**

- Status of past policies:
  - The committee will return to the Student Protest and Student-related policies discussed at the last meeting at a later date.
- Debbie Simons, CHRO, discussed three outstanding legally required policy updates with the committee. *\*Note: Gray indicates a change/addition, Pink is a recommended deletion, [Brackets] are a choice in language that districts must make.*
  - [GBEA](#) - Workplace Harassment
    - The committee was informed that the only adjustment in this policy was the addition of a protected class: Gender Identity.
    - The committee discussed the inclusion of additional groups to the protected classes sections, such as: immigration status, atheism, housing location, and political beliefs.
      - The committee discussed how immigration status may be included in a student policy, but could not be included in an adult one because I9 requires documentation.
        - Debbie will bring this question to the OSBA legal council for input.
      - The committee discussed the first sentence of the policy as an umbrella term to encapsulate all discrimination as opposed to attempting to list them all. The committee also discussed how a more extensive list could be added to the procedure over the policy.
  - [GCDA](#) - Criminal Records
    - The committee was informed that this policy is being changed to state that both background check and fingerprinting will not

need to be done if the employee/intern meets the exception added to the policy in gray. Instead, background checks will be required but fingerprints will not.

- The committee requested decision points around how this policy can equitably consider those who are more likely, due to systemic racism and other inequities, to be incarcerated.
- The committee acknowledged that this policy change will slow the hiring process during a time of increased urgency and need.
- [JGAB](#) - Use of Restraint
  - The committee was informed that the major change on this policy is that seclusion cells are prohibited, with an added definition.
  - The was informed that the group most impacted by this policy, the Special Education program, is also looking at this policy.
  - The committee discussed where this policy ends in terms of law enforcement involvement and was informed that once emergency services are called, those enforcement officers take over and their use of restraint or other methods are not covered in this policy.
- Policies to review next:
  - The next policies will be added to future Agendas by Huxley Shelton, based on an archive developed by CHRO Debbie Simons' administrative specialist Isabell Gomez-Rios.
  - Policies GCDA and JGAB were discussed briefly, so these two will be looked at before the next meeting using 4A Protocol.

## Action Items:

- Liwaru will share the application for committee members within the next two weeks.
- The whole committee will distribute Liwaru's email to those who might be interested.
- The policies discussed today will be shared with the Minutes for further review due to time constraints. Committee members were advised to further review and make suggestions as they see fit.
- Liwaru will follow up about our ability to be more explicit in the procedure portion of the Workplace Harassment policy (GBEA).
- Debbie will review the legal definition of "National Origin" to see if it encapsulates immigration status, and compare the policy discussed today with the student policy to see how they differ.
- Dan has requested decision points regarding how we will examine the Criminal Records policy through an equity lens given the reality that some populations face higher incarceration rates that impact their records.

## Resources

- [BEPAC Charter](#)
- [NWRESD Equity Lens](#)
- [BEPAC Goals](#)
- [Policy Review Protocol \(4As\)](#)
- [The resolution that created this Board Equity Policy Advisory Committee](#)
- [The NWRESD Strategic Plan](#)

## Policies

- [Discrimination Complaint Procedure](#)
- [Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures- Staff Policy](#)
- [Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, Domestic Violence- Student Policy](#)
- [Public Complaints Policy](#)
- [Sexual Harassment Policy](#)
- [Staff Complaints Policy](#)