



Board Equity Policy Advisory

Meeting Minutes

Tuesday, February 28, 2023 4 pm to 5:30 pm - [Virtual](#)

Attendees

Yadira Martinez, Board Member
Ernest Stephens, Board Member
Adriana Guerrero, Community Partner

Sharif Liwaru, Director Equity & Family Partnerships
Debbie Simons, Chief Human Resources Officer
Huxley Shelton, Administrative Specialist

Agenda

Check-In

What topic do you feel confident in giving an impromptu presentation on?

Overview

1. Policies to review
2. Office of Equity and Family Partnerships
3. Next policies
4. March Meeting

Review/Last Meeting Follow-up

5. Policies to review (highly recommended but not required):
 - a. [GCBDB - Early Return to Work](#)
 - b. [GDBDC - Domestic Violence, Harassment, Sexual Assault, or Stalking Leave](#)
6. Overview of the Office of Equity and Family Partnerships

New Business

1. Next policies for consideration
2. March Meeting - Currently Scheduled during spring break

Minutes

- **Check In**
 - Sharif Liwaru, Director of Equity and Family Partnerships, starts the meeting with the check-in.
- Review Item #1: Policy Review
 - The committee reviewed two highly recommended, but not required, policies that the ESD does not currently have and Debbie Simons, Chief Human Resources Officer, recommends we add. The committee agreed to add both.
 - First Policy: [GCBDB - Early Return to Work](#)
 - The committee discussed adding this policy for the ESD, and the edits suggested within. While the official policy is not currently present, the committee acknowledged that much of this policy is already in practice, and would just need to be made official.
 - The committee discussed the choice between “will” and “may” within the policy and its implications. The original choice was made to adopt “may,” but the committee discussed and agreed to use “will” instead because it reads as more empowering and equitable.
 - The committee discussed how the main feature missing from this policy is time in relation to unpaid leave, but Debbie Simons, Chief Human Resource Officer, informed the committee that both Classified and Licensed contracts contain time limits for unpaid leave.
 - Second Policy: [GDBDC - Domestic Violence, Harassment, Sexual Assault, or Stalking Leave](#)
 - Debbie Simons informed the committee that while we don't officially have this policy currently at the ESD, we follow the law which is in line with this policy.
 - The committee discussed how we can best provide safety and support early using this policy so that employees are not coming for help once things have become too dangerous.

- The committee discussed adding a new sentence in bullet point #7 within the policy, which references stalking, to ensure that employees know that their protections expand outside of the Oregon Law to include other locations and jurisdictions. Debbie Simons will add this line to the policy.
- Review Item #2: Overview of Office of Equity and Family Partnerships
 - Sharif Liwaru informed the committee that we will move this overview to the April session once our new committee members have joined us.
- New Business Item #1:
 - Sharif Liwaru asked the committee if they had any suggestions for new policies to consider. The committee replied they did not.
 - Debbie Simons informed the committee that she will go back through the policies to ensure there are not any needing attention that we have currently missed.
- New Business Item #2:
 - Sharif Liwaru informed the committee that the March meeting takes place during Spring Break. He asked the committee if we would like to cancel that session and reconvene in April instead. The committee agreed to cancel the March Session and meet next in April.

Action Items:

- Debbie Simons will review policies to see if there are any needing attention we have missed.
- Debbie Simons will add the additional sentence, discussed above, to bullet point #7 of policy [GDBDC](#).
- Sharif Liwaru will petition the Board to approve our two new members during their March session.
- Huxley will cancel the March meeting and we will convene again in April with our two new committee members, should they be approved by the Board.

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](#)