



# Board Equity Policy Advisory

Meeting Minutes

Tuesday, May 23, 2023 4 pm to 5:30 pm - [Virtual](#)

## Attendees

**Yadira Martinez**, Board Member  
**Ernest Stephens**, Board Member  
**Adriana Guerrero**, Community Partner  
**Carina Solis**, Community Partner

**Sharif Liwaru**, Director Equity & Family Partnerships  
**Dan Goldman**, Superintendent  
**Huxley Shelton**, Administrative Specialist

## Agenda

### Check-In

- What emoji are you today?

### Overview

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

### Review/Last Meeting Follow-up

1. Policies
  - a. [IGBHD D1 - Program Exemptions](#)
    - i. Existing Policy: [IGBHD \(Adopted 2017\)](#)
  - b. [ICB G1 - Religious and Cultural Holidays](#)
    - i. Existing Policy: No existing policy.
2. Overview of the Office of Equity and Family Partnerships  
<https://www.nwresd.org/equity>

## New Business

3. Summer meetings

## Minutes

- **Check In**
  - Sharif Liwaru, Director of Equity and Family Partnerships, starts the meeting with the check-in.
- Review Item #1: Policies to review
  - Policy #1: [IGBHD D1 - Program Exemptions](#) (Existing Policy: [IGBHD \(Adopted 2017\)](#))
    - Sharif Liwaru, Director of Equity and Family Partnerships, introduces the policies for committee review with guidance from Debbie Simons, Chief Human Resources Officer, who was unable to attend.
    - The committee discussed policy IGBHD, which covers excused from programs due to religious reasons, etc.
    - The committee discussed a proposal to allow the student to suggest alternative activities instead of the state.
    - The committee discussed how the language in this policy, and how the procedure itself, may leave out students and families who do not speak, read, or write in English and how that provides barriers for those students and families.
      - The committee discussed how the policies live on the ESD website, which features page translation technology.
      - The committee decided to remove barriers by adding a line in the policy detailing that the letter can be written in the student or family's native language.
        - The committee agreed to also consider adding this equitable element to all future policies that contain a similar procedure.
    - The committee also discussed and agreed to add the language "culturally-specific practices" within the following sentence of the policy: "The ESD may excuse students from a state-required program

or learning activity for reasons of religion, disability, [culturally-specific practices] or other reasons deemed appropriate by the ESD.”

- Policy 2: [ICB G1 - Religious and Cultural Holidays](#)
  - The committee discussed policy ICB G1, which was discussed at last month’s session. Last session, the committee agreed the policy would require more time to discuss in order to recommend for adoption, including creating a separate group that included community members in order to ensure the policy is inclusive and done with care.
  - Sharif Liwaru shared further thoughts on the policy from Debbie Simons.
    - Feedback from Debbie Simons, Chief Human Resources Officer: Debbie Simons noted that the ESD currently has staff who are impacted by religious holidays and religious cultural practices and events that are not currently recognized and reflected on the operational calendar.
      - As a result, staff are left to use personal leave, which is not inclusive.
      - Additionally, Debbie Simons noted the legal implications of not having an official policy to guide this process and how staff requests are handled.
    - The committee discussed the ESD commitment to form a committee with more diverse voices to look at this policy and help shape what may be adopted considering unintended barriers or existing agreements.
    - The committee acknowledged that there may also be a future BEPAC meeting, or meetings, specifically to talk about this policy as well.
- Review Item #2: Overview of the Office of Equity and Family Partnerships <https://www.nwresd.org/equity>
  - Sharif Liwaru gave the committee an overview of the Office of Equity and Family Partnerships. Including:
    - The Office of Equity and Family Partnerships focuses on developing support and inclusive guidance for students and staff of all racial and intersectional identities including: teaching, curriculum, communications, systems improvements, and staffing (especially recruitment, hiring, and retention of staff of color, staff with disabilities, etc.)

- The Office of Equity and Family Partnerships also examines practices that reinforce and elevate racism and white supremacy and the pervasive aspects of that, which also links the office very closely to the work done here within the committee.
- New Business #1: Summer Meetings
  - The committee discussed how there is currently a lull in new policies, and discussed canceling the June and July meetings and reconvening in August.
  - The committee agreed to cancel the June and July sessions and reconvene in August.
    - Sharif Liwaru will put together a summary of this year's BEPAC work to share via email in June.

## Action Items:

- Sharif Liwaru will create a yearly summary of BEPAC work, including policies reviewed and recommended, and share out in June.
- Huxley Shelton will transfer administrative duties to Janet Bucio, who will cancel the June and July meetings and join the committee as they reconvene in August.

## 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

- [AC AR - Discrimination Complaint Procedure](#)
- [GBNA AR - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures- Staff Policy](#)
- [JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, it Teen Dating Violence, Domestic Violence- Student Policy](#)
- [KL - Public Complaints Policy](#)
- [JBA/GBN - Sexual Harassment Policy](#)
- [GBM - Staff Complaints Policy](#)

