



# Board Equity Policy Advisory

Meeting Minutes

Tuesday, March 26, 2024 4 pm to 5:30 pm - [Virtual](#)

## Attendees

**Tony Erickson**, Board Member  
**Miriam Meneses-Rios**, Board Member  
**Ernest Stephens**, Board Member  
**Debbie Simons**, Chief Human Resources Officer

**Sharif Liwaru**, Director Equity & Family Partnerships  
**Janet Bucio**, Administrative Specialist

## Agenda

### Check-In

Tell us about a job one of your first jobs (e.g. High School or College job).

### Old Business

1. Update on Building Use policy and Building naming ([KG](#) - Use of NWRES D Facilities, [KM](#) - Relations with Community Organizations, [DFD](#) - Providing Space, Other Facilities and Services, [FE](#) - Naming New Facilities)
2. Administrative Rule ([DFD-AR - Services for Public and Private Entities](#))
3. [Sample policies and procedures from our neighboring ESDs regarding Policy KG, and KG-AR for facility use.](#)

### New Business

4. [DN Disposal of District Property](#)
5. [DN-AR Disposal of District Property](#)

## Next Meeting

Tuesday, April 23, 2024

## Minutes

- **Call to Order**

Liwaru starts the meeting with the check-in question: Tell us about one of your first jobs.

- **Update on Building use Facilities Policy and Building Naming**

- Liwaru met with Todd and Jordan and shared all the feedback from the BEPAC because they were already beginning work on an administrative rule for the use of our facilities. The relationship with the community was in tie with the other policies.
- Regarding naming buildings, Importance to include:
  - Expectation if not requirement to check in with indigenous groups in which the building land is on, or if not, the county.

- **Administrative Rule**

- Team (Todd/Jordan) will come up with an administrative rule for building using the feedback from the BEPAC. The draft will be submitted to BEPAC for review before the adoption process.

- **Sample Policies and Procedures**

- Liwaru shared Catherine Dalbey's document of the neighboring ESD's policies in regards to their buildings, the use of their buildings, etc.
- Debbie shared that the most up-to-date policy is High Desert's policy. The other policies are a little more dated.

- **New Business**

- A policy was brought to Liwaru's attention regarding items of ESD (equipment, furniture, etc) and there was discussion about whether the ESD can sell it or donate it to other organizations/school districts.
- Liwaru asks the committee if the language should be changed from 'offer' to 'donate or give' so that it is clear that the item can be donated.
- Suggestion to fix the language so that it is clear whether the item will be donated or sold (offered for a price)
- The AR is more clear as well as has additional information.

- Miriam asked where does the funding go when items are sold?
  - Debbie shared we NWRES D has an enterprise account where the dollars go to and the money would be donated to
- **Next Meeting**

Tuesday, April 23, 2024

## Action Items:

- All BEPAC members look through the sample building use policies document and highlight things that you would like to see in NWRES D policies or what you Wouldn't like to see.

## 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

- [Family Medical Leave](#) (proposed)
- [JHFE/GBNAB-AR - Reporting of Suspected Abuse of a Child and Form](#)
- [EFA - Local Wellness Program](#)
- [KG - Use of NWRESD Facilities](#)
- [KM - Relations with Community Organizations](#)
- [FF - Naming New Facilities](#)
- [DFD - Providing Space, Other Facilities and Services](#)

DN-AR: possible revision to the board policy around donations of ortho equipment. Currently our surplus policy requires us to sell equipment valued at over \$1,000. We are wondering if there is an opportunity to adjust the policy for equipment used by RIS programs? What I'm trying to accomplish here is better stewardship of our statewide orthopedic equipment management. We want to be more efficient about getting equipment to kids all around the state and minimize the amount of useful equipment that we store in warehouses. Large programs like ours and CRIS have a high volume of excess of equipment, while smaller programs like IMESD and SCESD struggle to get what they need.