

# Board Equity and Policy Advisory Committee

Meeting Minutes

Wednesday, Sept 18, 2024 4 pm to 5:30 pm - [Virtual](#)

## Attendees

**Miriam Meneses-Rios**, Board Member  
**\*Shelly Reggiani**, Community Member  
**Dorian Russel**, Board Member  
**Carina Solis**, Community Partner  
**Debbie Simons**, Chief Human Resources Officer

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

*\*Guest*

## Agenda

### Check-In (Introductions)

What is your favorite thing about the facility where you work?

### New Business

1. [Policies to Review](#)
  - a. [BBF - Board Member Standards of Conduct](#)
  - b. [BBFC - Reporting of Suspect Abuse of a Child](#)
  - c. [CB - Superintendent](#)
  - d. [KG - Use of NWRES D Facilities](#) (Current)
  - e. [KG - Use of ESD Facilities](#) (New)

### Next Meeting

Wednesday, October 16, 2024

## Minutes

- **Call to Order**

S. Liwaru starts the meeting with the check-in question: What is your favorite thing about the facility where you work?

- **Policies to Review**

Debbie Simons, Chief of Human Resources, introduced the policies for review today. The committee reviewed four policies around the roles of the board and superintendent, mandatory reporting, and ESD facilities. The following came up for discussion:

- [BBF - Board Member Standards of Conduct](#)
  - Recognize that decisions made by quorum vote are final.
  - When we are making mandated reports is there additional information on what happens after?
  - Line 19 mentions “maintaining confidentiality”. Should there be language around what should be done to remain confidential?
- [BBFC - Reporting of Suspect Abuse of a Child](#)
  - The policy has contact information at the end and it currently shows as optional, Debbie recommends that it is made required and left on the policy page.
  - Second paragraph, is it necessary to say where the person making the report is located? It would make more sense to state where the incident occurred.
  - Include that you have to call the law agency where the alleged incident occurred.
  - Provide a timeframe of when reporters are expected to hear back and match it to the expectation for staff (24 hours).
- [CB - Superintendent](#)
  - This policy is to clarify what the superintendent’s responsibilities are: is this something that the board wants the superintendent to do?
- [KG - Use of NWRES D Facilities](#) (current) & [KG - Use of ESD Facilities](#) (Proposed)
  - The ESD is facing some issues with there being more events happening in the building at all hours of the day and we need to be a little more concrete about who has access when.
  - Consider adding “reservations cannot be guaranteed 5 days in advance” to give staff more flexibility
  - Consider fee schedule differences for ESD and component districts that would be different from nonprofit and for-profit organizations.
  - Are there organizations that we will explicitly decline? Can’t rent to capital or political things, rallies, etc.

- Potential cleaning fees, provide additional detail on things you can charge.
- What does competing mean? First come first serve or prioritize certain events and override any current events for prioritized events?
- Are we providing a window of time that we would provide that override? How would we communicate that? We don't want to lose that relationship and trust with our partners.
- It would be more equitable to have differential rates for non-profit and for-profit organizations. Also, is everything paid up front? Is there a deposit payment? Will that be refunded if the event is canceled in order to prioritize ESD events? It would be good to have this all in writing.
- Consider an explicit clause that the ESD reserves the right to refuse or cancel anyone's event if their values don't align with ESD values. Add a catch all phrase that states everyone you don't want in your space.

### **Action Items/Next Steps:**

- Debbie will make the suggested revisions and take the policies to the board and if there are any revisions made by the board, it will return to the BEPAC for additional review.
- Liwaru will schedule and connect with Carina and Shelly regarding the committee goals and processes.

## 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

- [BBF - Board Member Standards of Conduct](#)
- [BBFC - Reporting of Suspect Abuse of a Child](#)
- [CB - Superintendent](#)
- [KG - Use of ESD Facilities](#)