

Board Equity and Inclusion Committee  
meeting  
Thursday, October 7, 2021 1:00 PM

Due to COVID-19 Board meetings will take  
place via Zoom

## **Agenda**

1. **Call to Order**
  - A. Board goals tied to the Equity and Inclusion Committee
    1. Raise visibility of MESD to advocate for adequate funding and program resources with a racial equity lens
    2. Ensure inclusion through implementing our equity lens to achieve equitable student outcomes
    3. Advocate for inclusive educational curriculum to address racist history throughout the region and the state
  - B. Strategic Plan goals tied to the Equity and Inclusion Committee
    1. Improve outcomes for students
    2. Become an acknowledged leader and convener for improving educational outcomes
    3. Increase district, student and community participation and satisfaction with our services
    4. Attract, develop, and retain high-quality staff
2. **Review minutes from the September 2nd meeting**
3. **Follow up on items from the the September meeting**
4. **Review MESD's Affirmative Action Policy and Administrative Regulation(AR)**
  - A. **GBA-Equal Employment Opportunity Policy**
  
  - B. **GBA-AR-Affirmative Action Plan**
5. **Land Acknowledgement discussion**
6. **Action plan for 2021-2022 committee focus areas**

# Board Equity and Inclusion Committee

Tuesday, September 2, 2021

## 2019-2021 Agency Goals

#1 – Improve outcomes for students

#2 – Become an acknowledged leader and convener of improving educational outcomes

#3 – Increase district and community participation and satisfaction with our services

#4 – Attract, develop and retain high-quality staff

The meeting was called to order at 1:00 p.m. on Thursday, September 2, 2021 by Committee Chair Ying.

### • CALL TO ORDER

**Present:** Helen Ying, Chair  
Mary Botkin, Board member  
Denyse Peterson, Board member

**Absent:** None (Show Stacy Michaelson as absent?)

**Administration:** Paul Coakley, Superintendent  
Holly Lekas, Interim Human Resources Director  
Sascha Perrins, Assistant Superintendent  
Reiko Williams, Equity Director

**Guests:** None

1. **Review notes from the July 27th meeting-** The committee reviewed the minutes from the July 27th meeting and accepted them.
2. **Review MESD Board Equity and Inclusion Committee Working Agreement and update as needed.**
  - a. Under committee goals add “Board goals assigned to the committee”.
  - b. The committee will continue to meet on the first Thursday of each month. There will be two months where Chair Ying may have a conflict. We will look for alternate dates for those months as needed
3. **Follow up on items from the July meeting**
  - a. **Recognizing Juneteenth-** Juneteenth is now part of the contract for all of the bargaining groups within MESD.
  - b. **Time and date for Board work session with Deena Corso** –Deena is Multnomah County’s Juvenile Services Division Director and supervises DEL. We will set up a work session for the Board. Sascha spoke about who should be invited to this meeting. The students at DEL come from Washington and Clackamas Counties as

well. Should we include other ESD's in this meeting? Assistant Superintendent Perrins suggested we look at this conversation as a three part process.

- i. Have Deena Corso share at a high level about the juvenile justice system and how it works .
- ii. How can we better serve our students where they are because we teach the students in the space Deena Corso supervises?
- iii. How can we help our component districts better serve students so they do not end up in DEL, return or stay in the justice system?

Committee Chair Helen Ying let the group know that she would like to start with one meeting and brainstorm from there. At some point we want to review policies outside of MESD to think about how to help make a smooth transition for students so they can get acclimated back in to school. We would like to be a convener in helping component districts with assimilating justice involved youth with the return to their home school.

Heather will work with Sascha and the Board to schedule a two hour work session with Deena Corso.

#### **4. Review and recap committee work for 2020-2021**

#### **5. Looking ahead: What should be the committee's focus in 2021-22**

- a. HB 2942(Forever Crimes Bill) –We will wait for Stacy Michaelson to join the meeting for an update on this. Stacy is working with Courtney from PPS on this.
- b. Inclusive curriculum and history project. ODE has put out an article that was circulated to the Board. Some school districts have started implementing the inclusive curriculum standards. A recap of what Helensview is doing for Local history curriculum was requested.
- c. Scholarship and apprenticeship program. Discussion was held on the scholarship program and what committee should oversee it. It was concluded that this committee will continue to do so until the board decides otherwise. Heather will help schedule a meeting for a subcommittee to meet and discuss timeline, selection criteria, fundraising and other pertinent components before the October committee meeting.
  - i. The current scholarship winners were discussed. Two of the students will not be taking the scholarship funds. Five students will receive \$622.
    1. Students applying now will be considered for scholarships for Winter term.
    2. When the committee meets we will decide on dates for application windows.
- d. Breaking the school to prison pipeline.
- e. Affirmative Action plan-The Board secretary will distribute the policy to the committee for review.

#### **Adjourn**

There being no further discussion, the meeting was adjourned at 2:34p.m. The next meeting of this committee will be at 1:00 p.m. on October 7, 2021.

Respectfully submitted,

Heather Severns  
Executive Assistant/Board Secretary

# Multnomah Education Service District

Code: **GBA**  
Adopted: 11/18/80  
Revised/Readopted: 3/17/87; 9/28/92; 6/09/93;  
8/20/93; 9/20/94; 3/15/05,  
2/19/08; 1/18/11; 4/30/14;  
1/19/16  
Orig. Code(s): 3000; 3100; 3210

## Equal Employment Opportunity

MESD shall provide equal employment opportunity and treatment to all present and prospective employees regardless of age, national origin, race, color, religion, sex, sexual orientation<sup>1</sup>, marital status, family relationship, veterans' status, genetic information, or disability if disability does not preclude performance of essential functions of the position with or without reasonable accommodations.

As long as MESD employs more than 50 employees and enters into contracts with the federal government, MESD is required to maintain an affirmative action program. The affirmative action program shall encompass all organizational rules and procedures affecting employment recruiting and advertising, hiring, job assignments, transfers, compensations, benefits, training and all other terms and conditions of employment.

The superintendent shall appoint and make known the names of the individuals to contact on issues concerning the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act of 1973, Title VI, Title VII, Title IX and other civil rights or discrimination issues. The ESD will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public.

In the event MESD is charged with a discrimination allegation, properly filed with an appropriate state or federal authority, the superintendent or designee shall inform the Board of the employment discrimination allegation and describe the allegation completely for the Board at the first regularly scheduled meeting thereafter.

The Board authorizes the superintendent to respond to any inquiries from state or federal agencies charged with investigating, monitoring or mediating employment discrimination allegations concerning possible pre-investigatory resolutions with individuals alleging discrimination against MESD.

In the event of such an investigation into allegations of employment discrimination against MESD, the superintendent or designee shall inform the Board at the earliest opportunity of the alternative courses of action including any that could lead to resolution of the allegation. The Board shall determine any actions to be taken by MESD in response to the allegation.

END OF POLICY

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<sup>1</sup>“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated with the individual’s sex at birth.

**Legal Reference(s):**

|                                       |  |   |
|---------------------------------------|--|---|
| <a href="#"><u>ORS 174.100</u></a>    | <a href="#"><u>ORS 659A.006</u></a>              | <a href="#"><u>OAR 581-021-0045</u></a> |
| <a href="#"><u>ORS 192.630</u></a>    | <a href="#"><u>ORS 659A.009</u></a>              | <a href="#"><u>OAR 581-024-0245</u></a> |
| <a href="#"><u>ORS 243.672</u></a>    | <a href="#"><u>ORS 659A.029</u></a>              | <a href="#"><u>OAR 839-003-0000</u></a> |
| <a href="#"><u>ORS 326.051</u></a>    | <a href="#"><u>ORS 659A.030</u></a>              | <a href="#"><u>OAR 839-003-0000</u></a> |
| <a href="#"><u>ORS 334.125(5)</u></a> | <a href="#"><u>ORS 659A.040 to -659A.052</u></a> | <a href="#"><u>OAR 839-006-0435</u></a> |
| <a href="#"><u>ORS 342.934</u></a>    | <a href="#"><u>ORS 659A.109</u></a>              | <a href="#"><u>OAR 839-006-0440</u></a> |
| <a href="#"><u>ORS 408.225</u></a>    | <a href="#"><u>ORS 659A.142</u></a>              | <a href="#"><u>OAR 839-006-0445</u></a> |
| <a href="#"><u>ORS 408.230</u></a>    | <a href="#"><u>ORS 659A.145</u></a>              | <a href="#"><u>OAR 839-006-0450</u></a> |
| <a href="#"><u>ORS 408.235</u></a>    | <a href="#"><u>ORS 659A.233</u></a>              | <a href="#"><u>OAR 839-006-0455</u></a> |
| <a href="#"><u>ORS 659.805</u></a>    | <a href="#"><u>ORS 659A.236</u></a>              | <a href="#"><u>OAR 839-006-0460</u></a> |
| <a href="#"><u>ORS 659.850</u></a>    | <a href="#"><u>ORS 659A.309</u></a>              | <a href="#"><u>OAR 839-006-0465</u></a> |
| <a href="#"><u>ORS 659.870</u></a>    | <a href="#"><u>ORS 659A.321</u></a>              |   |
| <a href="#"><u>ORS 659A.003</u></a>   | <a href="#"><u>ORS 659A.409</u></a>              |   |

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2006).  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2006).  
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2006); 29 C.F.R Part 1626 (2006).  
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2006).  
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2006).  
Rehabilitation Act of 1973, 29 U.S.C. §§ 503, 791, 793-794 (2006).  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2006).  
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).  
Americans with Disabilities Act Amendments Act of 2008.  
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. § 4212.  
Title II of the Genetic Information Nondiscrimination Act of 2008.

**MESD Policy Cross Reference(s):**

AA - MESD Purpose and Goals  
AC - Non Discrimination  
ACA - Americans with Disabilities Act  
AE - MESD Goal Setting  
GA - Personnel Policy Goals  
GAB - Position Descriptions  
GB - Personnel Policies  
GBM - Staff Complaints  
GBN/JBA - Sexual Harassment  
GBNA - Hazing/Harassment/Intimidation/Bullying/Menacing  
GCC - Recruitment of Staff  
GCDA/GDDA - Recruitment, Selection, Hiring, Criminal History  
GD - Classified Employee/Classified Employee Positions

# Multnomah Education Service District

Code: **GBA-AR(1)**  
Adopted: 10/12/94  
Amended: 9/20/05; 7/01/10  
Reviewed: 1/18/11

## Affirmative Action Plan

As part of the implementation of its equal employment opportunity policy, MESD will continue to attempt to make its policy known to segments of the population who may be unaware of its existence. As part of MESD's equal educational opportunities for all children, MESD will continue its efforts to make its staff more representative of the community and the state of Oregon.

### 1. Administrative Responsibility

At least once each year, the Board will review the affirmative action plan and make any necessary changes or amendments. While the Board is ultimately responsible for the development and implementation of affirmative action, specific authority is delegated as follows:

- a. The director of human resource services has the basic responsibility for the implementation of the plan and is the affirmative action officer of MESD.
- b. The director of human resource services is responsible for the periodic review of the plan to insure that it is being implemented throughout MESD and that objectives are being met. He/She shall prepare reports for the Board recommending additional steps or changes needed to achieve the goals of the plan and he/she shall also familiarize himself/herself with the various laws and regulations affecting affirmative action requirements.

### 2. Dissemination of Plan

The plan will be implemented throughout MESD and communicated to individuals and/or organizations as follows:

- a. The plan is included in the personnel policies of MESD as part of a continuing component of the policies.
- b. The Plan will be publicized on MESD's website.
- c. All persons engaged in the hiring, placement, training and education of employees will have a copy of the plan made available.

The plan will include a Utilization Analysis Chart, Goals and Aspirations, Proposed Objectives and timetables as well as training options for MESD staff.

### 3. Evaluation of Program

The following records will be maintained for statistical purposes and will be reviewed at least annually by the Superintendent and the Board to evaluate the status and effectiveness of the program.

- a. Utilization Analysis Chart;

- b. New employees' job classification, race and sex;
- c. Turnover by job classification, race, sex, and the reasons for turnover (e.g. dismissal, resignation, job elimination, etc.);
- d. A record of all training provided to MESD staff and a record of employee participation in trainings;
- e. A record of all discrimination complaints filed against MESD and the disposition of these complaints.

#### 4. Complaint Process

Employees who believe they have been discriminated against because of age, national origin, color, race, religion, sex, sexual orientation, disability or marital status shall present their grievance through the procedure adopted by MESD policy.