

LGBTQ2SIA+ Student Success
Advisory Group Meeting Minutes
 December 10, 2024



Time	Topic	Presenter(s)
4:00	<p>Member Community Building</p> <p>Welcome to Torrey Sims, Interim Assistant Superintendent</p> <ul style="list-style-type: none"> Coming from DAS as their EDI & Belonging Manager Excited to begin building community with everyone and collaborating in order to move this important work forward. <p>Lots of gratitude to the group for providing community and grounding support.</p> <ul style="list-style-type: none"> Today's meeting will be a trial run for our PML as we are still working to achieve the IT necessary in order to provide the public call in line. It is at each individual's personal prerogative as to if they are able to stay with this group as we move into the PML policies and procedures. <p>Group Agreements to anchor into the space</p> <ul style="list-style-type: none"> Group check in question 	Britt Bieberich, Torrey Sims, Angie Foster-Lawson
4:15	<p>Training: Public Meetings Law</p> <p>PML Training:</p> <ul style="list-style-type: none"> Advisory Groups are now subject to PML, and all records or notes pertaining to this group or its meetings, either from ODE staff or AG members is subject to public record request. All meeting agendas and minutes will be posted online on the ODE LGBTQ2SIA+ SSP web page. This has been standard practice and will continue. ODE understands we are doing our best and this process will take time to do intentionally. We are prioritizing safety and the ability to maintain a collaborative community. Advisory Group members are considered public officials. Working to support LGBTQ2SIA+ youth across Oregon is a priority. Increasing our level of transparency with the public is a big step and will hopefully work to highlight the important work we are doing. The Government Board of Ethics is a helpful resource. The DOJ cannot represent members of the public or give 	Torrey Sims, Angie Foster-Lawson

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	<p>legal advice the way they do for ODE.</p> <ul style="list-style-type: none"> ● The training that is coming out will serve for the entire length of your member term. We will send follow up information with steps for creating your Workday account and accessing these training sessions. <ul style="list-style-type: none"> ○ Save the date: January 30th - Public Meeting Law webinar by OGE ● Specific meetings that are not subject to PML: <ul style="list-style-type: none"> ○ Chair/Vice-Chair meetings to create the agenda ○ Meetings of advisory group members for certain trainings ○ Meetings between advisory group members at unrelated events - be sure to not discuss anything related to the advisory group. ● Quorum: <ul style="list-style-type: none"> ○ Because our Charter does not specifically identify a quorum, the default is automatically two or more members. ○ ODE will be working to amend the Charter in order to specifically outline the necessary number to determine our quorum. ○ If we do not meet this quorum minimum then we would not be able to hold a meeting. ● Serial communications: <ul style="list-style-type: none"> ○ Meeting in small groups to discuss substantive issues and then bringing up these discussions with the bigger group. ○ These smaller group communications would be deemed 'serial communications' and subject to PML. ● Phone calls between members: <ul style="list-style-type: none"> ○ These are subject to PML as serial communications per previous court ruling, Handy v. Lane County. ○ This strategy has been used to intentionally avoid holding public meetings and violates PML. ○ Sending emails: please bcc everyone so no one can "reply all" and accidentally violate the law. 	

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	<ul style="list-style-type: none"> ● How will the community participate in the meeting? <ul style="list-style-type: none"> ○ Our group has decided on a public listen-only call in line for the general public. <ul style="list-style-type: none"> ■ Technology is still being determined, our goal is to have this call-in line available for the January meeting. ○ Accommodations: Given 48 hours notice we will accommodate those who are hard of hearing or deaf and provide an interpreter as necessary. ○ How does the public find this information? <ul style="list-style-type: none"> ■ The advisory groups websites will list the time and date of the meetings as well as the call in number. ■ The Oregon Transparency website has a calendar that lists all public meetings and links. ■ Information should go out to any Listserv periodically. ■ Any special meeting outside the regular schedule must be posted by notice at least 24 hours ahead. ■ Agenda will be posted on the website one week to 48 hours prior to the meeting. ■ If you have any community partners who are interested in listening into a meeting feel free to share the necessary information with them. ● Safety concerns: <ul style="list-style-type: none"> ○ Do we have to allow public comment? <ul style="list-style-type: none"> ■ No. ○ Do we have to record the meetings? <ul style="list-style-type: none"> ■ No. ○ What about the minutes? What will be included? <ul style="list-style-type: none"> ■ Minutes must include attendance of members by name, any decisions made and how they are made, the substance of any discussion, and a reference to any document shared. 	

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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Minutes will be posted within 3 weeks of the meeting. <ul style="list-style-type: none"> ● We will share out the meeting minutes in the meeting follow up email and allow time for comment before posting them publicly. ● Youth/Student concerns: <ul style="list-style-type: none"> ○ Do we need parental permission in order to appoint students or for virtual participation only? <ul style="list-style-type: none"> ■ Not at this time; the DOJ has recommended this for other groups and we may need to require this in the future. ○ Do we need parental permission for travel, lodging, and in-person events (eg, the retreat)? <ul style="list-style-type: none"> ■ Yes, guardian/parent consent is required, principal/admin permission not allowable. ● Using names in the meetings: <ul style="list-style-type: none"> ○ The minutes must reflect whether members were present, absent 'unexcused' or absent 'excused.' <ul style="list-style-type: none"> ■ If all members are present, technically the minutes could read 'all members present' with no specific names. But this rarely or never happens due to typical life getting in the way for our members, and also the known conflicts with different meeting times which prompted our alternating meeting time schedule. ■ "Name" doesn't have to be the name on your birth certificate, according to legal counsel. <ul style="list-style-type: none"> ● ODE does not require legal documentation when requesting members names, it is possible to be an asserted or affirming name. ■ Minors are not directly addressed in the law, but there is nothing that exempts them from these rules. ■ It is important for members to self-determine 	

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	<p style="text-align: center;">if continued participation in this group is in their individual best interest and they fully understand the implications of these new policies.</p> <ul style="list-style-type: none"> ● Questions still awaiting feedback from DOJ: <ul style="list-style-type: none"> ○ How best can we elevate our concerns about the impact of PML on our advisory group? (eg: getting an opinion from OGE, technical fix to statute, etc.) ○ What should our protocols be if digital safety incidents arise as a result of PML implementation? ○ Guidance about overlap between personal conversations/community building and substantive work. <p>Next Steps:</p> <ul style="list-style-type: none"> ● Sign up for External Workday Account - adults only for now ● Complete the required trainings by June 30th, download certificates of completion and email to Jen (jenni.anderson@ode.oregon.gov) <ul style="list-style-type: none"> ○ Complete the Preventing Discrimination & Harassment training (annually via Workday) ○ Complete the PML training (once per term) <ul style="list-style-type: none"> ■ Save the date: 9-11am OR 4-6pm on 1/30 for webinar on Public Meetings Law ● Be conscious that any written information related to this group could become part of a public records request. ● Consider safety and membership - at a minimum, your first and last name must be included in the minutes for attendance. ● All other feedback, as needed, can be shared with ODE anonymously. ● Angie & Britt will be reaching out to all members individually following this monthly meeting in order to ensure all members are clear and consent to staying in this group as they are able, and to confirm the first and last name to use in the minutes/roster. 	

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	<p>Questions & Discussion:</p> <ul style="list-style-type: none"> ● Member question: Were you able to obtain additional guidance on safety protocols for participants? i.e. safety protocols that the state have in place or are putting into place? Protection of names/identities of group members? <ul style="list-style-type: none"> ○ A: ODE shared two digital safety resources developed in partnership with COSA a few years ago: <ul style="list-style-type: none"> ■ School Safety Guidance: Digital and Physical Security for Education Employees ■ School Safety Guide: Resources and References ● Would it be a violation if the members name changes? Or they give one name and then go by another name? <ul style="list-style-type: none"> ○ A: Using a nonlegal name on minutes has not been an issue for members of other groups that use PML. ODE will update our group roster to reflect the given asserted names and should not be in violation of the PML. ● Is there already an initiative moving forward to provide exemption to these PML as they may be negatively affecting various communities? <ul style="list-style-type: none"> ○ A: Not at this time, as a team we are very interested in gathering information and feedback in order to provide voice to communities that may be negatively impacted by these laws. ○ A: The only thing that would provide an avenue for exemption would be creating some kind of legislation that provides backing to existing laws and how we are able to move forward. <ul style="list-style-type: none"> ■ ODE may be able to make some kind of technical fix in amending legislature to change 'Advisory Group' verbiage to 'Affinity Group'. 	

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	<p style="text-align: center;">This does open up the doors to other foundational program norms as it is a very difficult and technical option.</p> <ul style="list-style-type: none"> ● Is there a way to provide partial information served with a public records request on the basis of causing harm to a marginalized community? <ul style="list-style-type: none"> ○ A: ODE has the ability to redact information on various public requests, however that can be few and far between as everyone in this group qualifies as a public servant. ○ A: ODE may be able to fight to redact portions of information if requested from this group, however it would be on a case by case situation. ○ A: Can ODE proactively redact or omit names based on existing discrimination and harassment? Would ODE accept ongoing risk in order to protect the advisory group members? <ul style="list-style-type: none"> ■ If ODE were to request blanket redactions for a specific group, that would likely cause more questions as to the content of our meetings. <ul style="list-style-type: none"> ● Unfortunately when working as a public servant perception can become the reality. ● Reaching out to legislatures informing them that these regulations are causing harm may be the best route forward. 	
5:08	Break	
5:20	ODE LGBTQ2SIA+ Student Success Updates <ul style="list-style-type: none"> ● Last call: Co-chair nominations are open! 	Angie Foster-Lawson

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	<ul style="list-style-type: none"> ● Sharing request: Invitation to showcase LGBTQ2SIA+ Student Work at Oregon Queer History Collective ● One member is working on creating a Queer Focused National & Oregon Resource document, open to suggestions 	
5:26	<p>Student Success Plan Revision Work Session</p> <p>Reviewed draft Listserv message draft that will accompany the SSP Revision Survey.</p> <ul style="list-style-type: none"> ● Initial survey will go out ~12/13 - 12/17 ● Reminder message will be sent ~1/7/25 ● Survey will remain open until 1/31/25 <p>Breakout rooms open for members to review and fill out the SSP Revision Survey either on their own or together in a small group.</p> <p>Feedback & Discussion:</p> <ul style="list-style-type: none"> ● Is this available in languages other than English? <ul style="list-style-type: none"> ○ At this time it is currently only offered in English, however ODE will work on translating the survey to Spanish at this request. ● Update the date, it says 2024 currently. <ul style="list-style-type: none"> ○ Should the revision say 2025? Determined yes. ● Question: ‘school community members’, possibly re-word to include those who are not based in a school. ● ‘In order to’ is used multiple times and starts to feel repetitive. Would be best to reword that. ● Some of the questions in general feel very broad. Can we make them more specific so folks don’t feel overwhelmed or shut down? ● Should we pull apart the county and region question? Add ‘Statewide’ as an option as well <ul style="list-style-type: none"> ○ Would pulling apart the county & region specific questions lead to more survey fatigue as it increases the number of questions? Determined re-ordering so Statewide, then regions, then alphabetical counties. 	Britt Bieberich & Angie Foster-Lawson

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	<ul style="list-style-type: none"> ● Informing individuals in the 'Tips' section that they can retake the survey as often as they want. ● Clarify the reporting abuse portion to specify what populations. Anyone can report discrimination and use the Oregon bias hotline. ● In one of the questions there is an option to identify as 'unsure' and 'questioning' as two separate answers. Does that make sense? <ul style="list-style-type: none"> ○ The 'unsure' option is listed for staff who may be unsure if they are serving youth who identify as a part of the LGBTQ2SIA+ community. ○ Determined to leave 'unsure' as an option for now. <ul style="list-style-type: none"> ■ May be a difficult question for translations of this survey. ● At the top, consider an open-ended question about what their role is if they aren't an educator or a caregiver ● Before the "anything else" question add a question about what common practices you see in education that the Plan could support/address? 	
6:03	Adjourn	Angie Foster-Lawson

Next meeting will be Tuesday January 14, 2024 1-3pm PST, on Zoom