

Gender Inclusion Guidelines

South St. Paul Public Schools commits to supporting and maintaining learning environments that value students' gender identity and gender expression. These guidelines work to ensure that all students have access to programming and facilities in which they feel comfortable and safe.

	Prek- Elementary	Secondary
Informal Name Change and/or Pronoun	Any student may request that staff members call them by a name of their choice (sometimes referred to as a preferred name), even if it isn't their given or legal name (sometimes referred to as a dead name). A student may request that their name of choice be reflected in the nickname field in Campus. The student can work with a counselor, district administrator, assistant principal, or principal in order to update the nickname field in Campus. Before doing so, school administration and/or designee will discuss the implications of the update with the student. A student may choose to involve a legal guardian in discussions with the school about their chosen name and/or pronouns, but they are not required to do so. If the legal guardian asks for information about the information in the nickname field of Campus it must be provided. Other than the nickname field in Campus, no updates to the student's name or gender/pronouns are made in any school district systems (e.g. Campus, SeeSaw, Canvas, etc.)	
Formal Name Change and/or Pronouns	When a <u>legal guardian</u> requests a name and/or gender change, a staff member from student service and/or administration must consult with the legal guardian and student to inform them of implications of the change and complete the Name/Gender Change Form. Changes will be made to the district's student information system (SIS) and district digital platforms (e.g. Campus, SeeSaw) accordingly	When a <u>student</u> requests a formal name and/or gender change, a staff member from student service and/or administration must consult with the student to inform them of implications of the change and help them complete the Name/Gender Change Form. Students may formally change their preferred name, pronouns and/or photo in the student information system (SIS) and district digital platforms. We recognize students may try on

	Student service staff and/or administration will notify current teachers and staff working with the student of the student's name and/or gender change. Staff are directed to honor the chosen student name and/or gender (including pronouns). This includes but is not limited to class lists, seating charts, district emails, announcements, and other school gatherings.	names during their transition but request that the formal name changes once a preferred name has been decided. We discourage frequent formal name changes in the same school year. Student's legal name will appear on transcripts and diploma. Students may elect to have their preferred name read at graduation. The student service staff and/or administration will notify current teachers/ staff working with the student of the student's name and/or gender change. Staff are directed to honor the chosen student name and/or gender (including pronouns). This includes but is not limited to class lists, seating charts, district emails, announcements, and other school gatherings.
Dress Code	Students have the right to dress in accordance with any form of gender expression, within the constraints of the dress expectations outlined in board policy and district family handbook.	
Facilities	Students are granted access to restrooms, locker rooms, and changing areas that align with the student's gender identity that has been submitted in the Student Information System (SIS). Any student who has a need or desire for increased privacy, regardless of the underlying reason, shall be provided access to gender neutral restrooms, no student shall be required to use such facilities.	
Notification/ Communication	Students who transition socially or physically at school have a right to a safe and supportive environment. Steps taken to support students during this time will be done in collaboration with the student first, then the parent/guardian, with careful consideration given to student data privacy and consent. If appropriate, school administration and staff shall work with any such students and their parents/guardians (based on the individual student needs) to identify which steps will create the necessary conditions to make the transition experience as positive as possible. Based on this work, the school, student, and parents/guardians will create a tailored gender transition plan that ensures the school environment remains both safe and supportive of the student. As each possible plan will be highly individualized, the plan will be developed in collaboration with the student,	



	parent/guardian, school administration, Director of Student Services or Asst. Director of Educational Services, student service staff, and/or additional appropriate school staff. If a student, due to extraordinary circumstances, cannot reasonably obtain parent/guardian consent to have a gender transition plan at school and/or expresses a good faith desire for increased privacy and/or safety, an adult advocate will be identified with the student to create the gender transition plan.
Activities	Students have the right to participate in physical education classes, intramural sports, and interscholastic athletics in a manner that aligns with their gender identity. For participation in interscholastic athletic teams, this guideline will not supersede Minnesota State High School League policy related to transgender student eligibility and participation.
School Trips	All students shall have the right to participate in all school trips in a manner that corresponds with their gender identity or in a manner that allows students to feel safe.
Safety: (Discrimination/ Bullying/ Harassment)	It is the policy of the district to maintain a safe and supportive learning environment. Inadvertent, honest mistakes in the use of the student's name or pronoun may occur. The intentional and persistent refusal to respect a student's gender identity or gender expression may be considered discriminatory and is subject to disciplinary measures. Staff are expected to: • immediately intervene and denounce bullying, harassment, discrimination, violence, or other marginalizing actions • Promote and model inclusion in their classrooms, programs and other spaces • Participate in professional development provided by the district

Legal Reference:

- Minnesota State High School League Official Handbook 300.00 Bylaws: Administration of Student Eligibility
- Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
- Minn. Stat. § 121A.031 (Safe and Supportive Minnesota Schools Act)
- Minn. Stat. § 121A.03, subd. 2 (Sexual, Religious and Racial Harassment and Violence Policy)
- Minn. Stat. § 363A (Minnesota Human Rights Act)
- 20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
- 34 C.F.R. Part 106 (Implementing Regulations of Title IX)
- Montgomery v. ISD No. 709, 109 F.Supp. 2d 1081, 1093 (D. Minn. 2000)

