

can differ based on many factors including region, language, age, and culture. Members of the District community should inquire which terms individuals prefer. It is recognized that students may or may not use these terms to describe themselves.

Affirmed Name is the name a person prefers to have used when referred to in conversation and/or on records.

Bullying is an intentional electronic, written, verbal or physical act or series of acts directed at another student or students which occurs in a school setting, that is severe, persistent or pervasive; and has the effect of doing any of the following: (1) substantially interfering with a student's education; (2) creating a threatening environment; or (3) substantially disrupting the orderly operation of the school. This includes conduct that is based on a student's actual or perceived race, color, national origin/ethnicity, religion, sexual orientation, sex, gender identity or expression, age, handicap/disability, or other legally protected classification. This also includes conduct that targets a student because of a characteristic of a friend, family member, or other person or group with whom a student associates.

Designated Sex at Birth is the sex description, usually "male" or "female," designated to a person when they are born. Sex is generally designated at birth by attributes such as anatomy, chromosomes, or hormones that inform whether a person is classified as male, female, or intersex.

Cisgender refers to people whose sex designation at birth relates with their gender identity and expression.

Consistently Asserted Gender Identity is a commitment to one's gender identity asserted across multiple settings from the time when a person begins to live as the gender with which they identify.

Gender reflects an individual's appearance, mannerisms, or other related characteristics, regardless of the individual's designated sex at birth; these characteristics can be referred to as "feminine" and "masculine."

Gender Expansive is a term that conveys a wider, more flexible range of gender identity and/or expression than typically associated with a binary gender system. Gender expansive is not synonymous with transgender; not all gender expansive individuals identify as transgender. Gender expansive individuals may include "feminine" boys, "masculine" girls, and those who are perceived as androgynous. Other terms that can have similar meanings include gender non-conforming, non-binary, and genderfluid.

Gender Expression is the manner in which a person's gender identity is communicated to others through appearance, behavior, or physical characteristics.

Gender Identity is a person's innermost concept of their own gender. The responsibility for determining an individual's gender identity rests with the individual.

Gender Pronouns refers to the pronoun a person uses for themselves when referred to in conversation. A person may choose to go by pronouns including she, they, he, ze, or no pronouns.

Harassment shall consist of verbal, written, graphic or physical conduct or communication relating to an individual's protected characteristics, such as, race, color, national origin/ethnicity, sex, gender identity or expression, age, disability, sexual orientation, or religion when such conduct: (1) Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment. (2) Has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance. (3) Otherwise adversely affects an individual's learning opportunities. This also includes conduct that targets a student because of a characteristic of a friend, family member, or other person or group with whom a student associates.

Intersex refers to people who are born with any of a range of sex characteristics that may not fit a medical designation of binary "male" or "female." Variations may appear in a person's chromosomes, genitals, or internal organs like testes or ovaries. Some intersex traits are identified at birth, while others may not be discovered until puberty or later in life.

Sexual Orientation is an individual's identified or perceived engagement in, or desire for, sexual, emotional, or romantic relationships with a person of a particular sex, gender, gender identity, or gender expression.

Transgender is an adjective used to describe a person whose sex designated at birth does not correspond with their gender identity.

Transition is the process in which a person changes their gender expression to better reflect their gender identity. Each transgender person has a unique process in which they go from living and identifying as one gender to living and identifying as another. Gender transition can occur at any age. This can include social, medical and/or a legal transition. Some individuals socially transition, whereby they might begin dressing, using names and pronouns, and/or be socially recognized as another gender. Others may undergo gender confirmation care.

<p>3. Scope</p>	<p>This policy covers conduct that takes place in the school, on school property, at school-sponsored functions and activities, on school buses or vehicles, during a student’s commute to and from school, and at bus stops. This policy also pertains to usage of electronic communication that occurs in the school, on school property, at school-sponsored functions and activities, on school buses or vehicles and at bus stops, and on school computers, networks, forums, and mailing lists, as well as any electronic communication that is directed at a student and that substantially interferes with the student’s ability to participate in or benefit from the services, activities, or privileges provided by the school. This policy applies to the entire school community, including educators, school and District staff, students, parents, and volunteers.</p>
<p>4. Guidelines</p>	<p>In general, the prerogative to assert the rights of transgender and gender expansive students belong to the student and do not require additional parental/guardian consent unless the assertion of a right delineated in these guidelines implicate parental/guardian rights under the Family Educational Rights and Privacy Act (FERPA) or other applicable law.</p> <p>Some transgender or gender expansive students and their families may wish to have separate or different accommodations made for the student rather than what is provided for in this policy. On a case-by-case basis, at the direction of the student and their parents/guardians, the District shall have flexibility in creating a supportive environment for an individual transgender or gender expansive student that may differ from these provided regulations.</p>
<p>5. Harassment, Bullying, and Discrimination</p>	<p>Harassment, Bullying, and Discrimination on the basis of actual or perceived sex, sexual orientation, or gender identity or expression shall be prohibited within the District. Complaints alleging discrimination, harassment, or bullying based on a person’s actual or perceived gender identity or expression, or sexual orientation, are to be taken seriously and handled in a manner consistent with Board policies and regulations.</p>
<p>6. Privacy</p>	<p>All persons, including students, have a right to privacy. This includes keeping a student’s actual or perceived gender identity and expression private. Information about a student’s transgender and gender expansive status, legal name, or sex designated at birth may constitute confidential medical or educational information. Disclosing such information to other students, their parents/guardians, or other third parties may violate privacy laws such as FERPA. Therefore, school personnel should not disclose information about a transgender or gender expansive student’s gender identity and expression to others, including the student’s parents/guardians and/or other school personnel, unless legally required to do so or unless the student has authorized such disclosure.</p>

<p>7. Official Records</p>	<p>Students have the right to openly discuss and express their gender identity and expression, and to decide when, with whom, and how much information to share. The fact that a student chooses to disclose their transgender status to District staff or other students does not authorize District staff to re-disclose that information.</p> <p>District and school personnel may encounter situations where transgender students have not disclosed their transgender status. School personnel must be mindful of the confidentiality and privacy rights of students when communicating with others, so as to not reveal, imply, or refer to a student's gender identity or expression.</p> <p>If school personnel are unsure how a known transgender or gender expansive student wants to be addressed in communications to the home or in conferences with parents/guardians, they may privately ask the student.</p> <p>To ensure confidentiality when discussing a particular concern such as conduct, discipline, grades, attendance, or health, school personnel's focus should be specifically school-related and not on the student's gender identity or expression.</p> <p>Before contacting the parent or guardian of a transgender or gender expansive student, school staff should ask the student whether to use their Affirmed Name or legal name, and which Gender Pronouns to reference them with. If school officials determine a disclosure of a student's transgender or gender expansive status becomes necessary to protect the student's safety, before making such a disclosure, a school administrator shall make reasonable efforts to inform the student of the decision to disclose, the reason(s) for disclosure, and provide the student with the opportunity and resources they may need to make the disclosure themselves.</p> <p>The District shall ensure that protected health information and education records relating to transgender and gender expansive students shall be kept confidential in accordance with applicable state and federal privacy laws.</p> <p>The District is required to maintain a permanent student record which includes the student's legal name and sex designation. The District will change a student's official records to reflect a change in legal name or sex designation upon receipt of:</p> <ol style="list-style-type: none">1. Documentation that the student's legal name or sex designation has been changed pursuant to a court order or through amendment of state or federally-issued identification; or2. A written, signed statement explaining that the student has exercised a common-law name change and has changed their name for all intents and purposes and that the change has not been made for fraudulent reasons.
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<p>8. Unofficial Records</p>	<p>To the extent that the District is not legally required to use a student's legal name and sex designated at birth on school records or documents, the District should use a student's Affirmed Name and gender identity marker corresponding with their Consistently Asserted Gender Identity. In situations where school employees are required by law to use or report a student's legal name or sex, such as for standardized testing, school staff should adopt practices to avoid the inadvertent disclosure of the student's transgender or gender expansive status. The official permanent student record will be stored in a secure location, separate from other student records in order to protect student privacy.</p> <p>A student has the right to be addressed by their designated Affirmed Name and Gender Pronoun. A court-ordered name or gender change is not required, and the student need not change their official records in order to be treated in accordance with their expressed gender identity.</p> <ol style="list-style-type: none"> 1. The District shall permit a student to use an Affirmed Name on unofficial records. The unofficial records may include but are not limited to ID cards, classroom rosters, certificates, programs, announcements, office communications, team and academic rosters, diplomas, newspapers, newsletters, school directories, yearbooks, and other site-generated unofficial records. For example, the Affirmed Name of transgender and gender expansive students shall be provided as their name on a class list given to new and substitute teachers in order to avoid inadvertent or inappropriate disclosure of their transgender status. The Affirmed Name shall also appear on the student's cumulative folder (official record) as "Also Known As" (AKA). 2. The District shall input the student's Affirmed Name in the appropriate field of the District's electronic data system to indicate how the student's name will appear on unofficial records. 3. The District shall permit a student or parent/guardian to request a change of name so that the student may be registered in school under a name that corresponds with the student's identity without obtaining court order or without changing the student's official records. This request shall be made in writing to the student's principal using Attachment A, Preferred First Name Change for [DISTRICT NAME] Unofficial Pupil Records Form. 4. After the school receives and verifies the contents of the completed form, the school shall change the name of the student in the District's electronic data system and enter the Affirmed Name AKA in the cumulative folder. In the cumulative folder and registration card, the AKA name should be cross-referenced. <p>The intentional or persistent refusal to respect a student's gender identity (for example, intentionally referring to the student by a name or pronoun that does not correspond to the student's gender identity) is a violation of this policy. All staff</p>
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<p>9. Names and Pronouns</p> <p>10. Gender-Segregated Activities</p> <p>11. Gender-neutral Language</p> <p>12. Sex-Specific Facilities and Overnight Accommodations</p>	<p>members shall use a transgender student’s Affirmed Name and gender pronoun to the greatest possible extent on other school-related records and documents.</p> <p>Every student has the right to be addressed by a name and pronoun that corresponds to the student’s gender identity. A court-ordered name or gender change is not required, and the student need not change their official records. It is strongly recommended that District staff privately ask transgender or gender expansive students at the beginning of the school year how they want to be addressed in class, in correspondences to the home, or at conferences with the student’s parent or guardian. For example, for public events and announcements, such as graduation ceremonies or morning announcements, the District shall use the name and pronouns affirmed by a student’s gender identity, as directed by the student.</p> <p>Every effort should be made to use the name and pronouns consistent with a student’s gender identity. While inadvertent slips or honest mistakes may occur, the intentional and persistent refusal to respect a student’s gender identity is a violation of District Policy.</p> <p>To the extent possible, schools should reduce or eliminate the practice of segregating students by gender. In situations where students are segregated by gender, such as for selected health education classes, students should be able to choose and be included in the group that corresponds best with their gender identity.</p> <p>To the extent possible, the District and schools should use gender-neutral in written communication, including with students and their families, regardless of a student’s gender identity. This includes employing “they” (singular) instead of “he/she.”</p> <p>With respect to all restrooms, locker rooms, changing facilities, or overnight facilities, District students shall have access to facilities that correspond to their gender identity.</p> <p>In any sex-segregated facility, any student who requests increased privacy, regardless of the reason, shall, upon the student’s request, be provided with a reasonable, safe, and non-stigmatizing alternative. This may include, for example, assignment of a student locker in near proximity to the coaches’ office or a supportive peer group, use of a private area within the public area of a locker room facility (e.g., nearby restroom stall with a door or an area separated by a curtain), addition of a privacy partition or curtain, provision to use a nearby private area (such as a restroom or office), or a separate changing schedule.</p> <p>The use of such privacy accommodations should be a matter of choice by a student, and no student shall be compelled to use such separate facilities or accommodations.</p>
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	<p>Under no circumstance should any student be required to use sex-segregated facilities that are inconsistent with their gender identity.</p> <p>School staff who are responsible for supervising student activity in sex-specific facilities are directed to reasonably monitor such facilities when being used by an identified transgender or gender expansive student in order to foster student safety.</p> <p>Administrators or designees may take steps to designate single-stall restrooms in the District as gender-neutral.</p> <p>For overnight field trips, transgender and gender expansive students can communicate their preferred sleeping arrangement to their teacher and/or a school administrator at least a month prior to the date of the field trip. As with any other student, the school should try to pair the transgender or gender expansive student with peers whom the student feels comfortable. In some cases, a transgender or gender expansive student may want a room with fewer roommates or another alternative suggested by the student or their family. The District should honor these requests whenever possible and make adjustments to prevent the student from being marginalized because of those alternative arrangements. Regardless of whether those roommates know about the student’s gender identity, the District has an obligation to maintain the student’s privacy and cannot disclose or require disclosure of the student to the other students or their parents/guardians.</p>
<p>13. School Activities and Programs</p>	<p>Students have the right to equitable access to activities and programs in their school. Students may not be excluded from participation in, be denied the benefits of, or be subjected to harassment or other forms of discrimination on the basis of gender identity in any program or activity. These activities and programs may include but are not limited to school day/after school activities/ programs and all extra-curricular activities.</p> <p>Whenever there are student opportunities lawfully indicated by gender by rule, policy, or practice, students must be permitted to participate in such activities consistent with their gender identity.</p>
<p>14. Course Accessibility and Instruction</p>	<p>Students have the right to equitable learning opportunities in their school. Students shall not be required to take or be denied enrollment in a course on the basis of their gender identity in any educational and academic program.</p> <p>The District shall incorporate positive information about transgender and gender expansive issues into curricula.</p>

<p>15. Dress Code</p>	<p>The District shall make efforts wherever possible to ensure school computers are free of filtering software that blocks information about LGBT people, history, rights, and organizations.</p> <p>Transgender and gender expansive students have the right to dress in a manner consistent with their gender identity or gender expression.</p> <p>A school’s dress code policy shall be gender neutral. Schools cannot enforce specific attire based on gender identity or sex designation.</p> <p>Students have the right to dress in accordance with their gender identity within the constraints of the dress codes adopted by the District or individual school. Gender-neutral dress code guidelines apply to regular school days as well as any school-sponsored activities.</p>
<p>16. Athletics</p>	<p>Transgender and gender expansive students shall be permitted to participate in school athletic activities in a manner consistent with their gender identity. Transgender or gender expansive students who express discomfort over participation in an activity, such as swimming, will be provided with an alternate activity.</p> <p>Physical education classes and events are typically gender neutral. In the event that the classes or activities are sex-segregated, transgender and gender expansive students shall participate in physical education by their gender identity asserted at school.</p> <p>Transgender and gender expansive students shall be permitted to participate in interscholastic athletics, intramural sports, athletic teams, competitions, and contact sports in a manner consistent with their gender identity and in compliance with the applicable regulations of the Pennsylvania Interscholastic Athletic Association (PIAA). Should PIAA regulation place the responsibility to determine the participation of a transgender or gender expansive student in athletic programs in a specific school administrator or principal, the school administrator or principal shall identify the student in accordance with their gender identity, at the direction of the student, in compliance with this policy.</p>
<p>17. Gender Transitions and Medical Care</p>	<p>In order to maintain privacy and confidentiality regarding their transition and gender identity, transgender students may wish — but are not required — to transition over a summer break or between grades. Regardless of the timing of a student’s transition, the school shall act in accordance with the following age-appropriate policies.</p>

<p>18. Education and Training</p>	<p>ELEMENTARY SCHOOL: Generally, it will be the parent/guardian that informs the school of the impending transition. However, it is not unusual for a student's desire to transition to first surface at school. If school staff believe that a gender identity or expression issue is presenting itself and creating difficulty for the child at school, approaching parents/guardians about the issue is appropriate at the elementary level. Together, the family and school can then identify appropriate steps to support the student.</p> <p>SECONDARY SCHOOL: Generally, notification of a student's parent/guardian about the student's gender identity, expression or transition is unnecessary, as they are already aware and may be supportive. In some cases, however, notifying parents/guardians carries risks for the student, such as being kicked out of the home. Prior to notification of any parent or guardian regarding the transition process, school staff should work closely with the student to assess the degree to which, if any, the parents or guardians will be involved in the process and must consider the health, well-being, and safety of the transitioning student, consistent with this policy.</p> <p>When a student transitions during the school year, the school shall hold a meeting with the student (and parents or guardians if they are involved in the process) to ascertain their desires and concerns. The school should discuss a timeline for the transition in order to create the conditions supporting a safe and accepting environment at the school. Finally, the school shall train school administrators and any educators that interact directly with the student on the transition plan, timelines for transition, and any relevant legal requirements.</p> <p>Some transgender youth choose medical treatments to assist their transition. Treatments such as hormone therapy may be unaffordable, not medically indicated or contraindicated for many youth. Surgical treatments are generally not available for school-age transgender youth. With this in mind, District staff should not require proof of medical treatments as prerequisite for respecting the student's gender identity or expression. There is no medical or mental health diagnosis or treatment threshold that students must meet in order to have their gender identity recognized and respected. If any objective basis should occur that would justify questioning whether a student's asserted gender identity or expression is genuine, information may be requested to show that the gender identity or expression is sincerely held. No particular type of information (such as medical history information) should be specifically required.</p> <p>The Superintendent or designee shall ensure that training is provided for all staff members on their responsibilities under applicable laws and this policy, including teachers, administrators, counselors, social workers, security, and health and physical education staff. Information regarding this policy shall be incorporated into training for new school employees.</p>
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<p>19. Publication and Media Communication</p>	<p>When possible, the District will conduct staff training and ongoing professional development in an effort to build the skills of all staff members to prevent, identify, and respond to harassment and discrimination. In order to further a safe and supportive school environment for all students, the District will incorporate education and training about gender expansive and transgender students into their anti-bullying and anti-harassment curriculum, student leadership trainings, and staff professional development. The content of such professional development/training should include, but not be limited to:</p> <ol style="list-style-type: none"> 1. Terms and concepts related to gender identity, gender expression, and gender diversity in children and adolescents; 2. Appropriate strategies for communicating with students and parents or guardians about issues related to gender identity and gender expression, while protecting student privacy; 3. Strategies for preventing and intervening in incidents of harassment and discrimination, including cyber-bullying; 4. District and staff responsibilities under applicable laws and District policies regarding harassment, discrimination, and gender identity and expression issues. <p>This policy shall be distributed annually and shall be posted on the District’s internet site. A summary of the policy shall be included in the Code of Student Conduct. The District and individual schools shall make consistent efforts to ensure the visibility of this policy.</p> <p>Only the Superintendent or their designee shall communicate to representatives of the media regarding matters of student gender identity or expression. District staff shall direct the media to the Superintendent or designee. In communicating with the news media, parents or guardians, and the community, protecting the privacy of transgender and gender expansive students shall be a top priority for the spokesperson and all staff.</p> <p>References:</p> <p>Pennsylvania Human Relations Act – 43 P.S. Sec. 951 et seq.</p> <p>Federal Anti-Discrimination Law – 20 U.S.C. Sec. 1681 et seq. (Title IX)</p> <p>Harassment and Non-discrimination Regulations and Guidelines</p> <p style="padding-left: 40px;">Code of Federal Regulations – 29 CFR Sec. 1604.11(a), 106.31, 106.33, 1606.8(a)</p> <p>Board Policy – 103, 248, 249</p>
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