

The District will respect the use of all pronouns for students and staff. The district understands and emphasizes the fact that this is a sensitive and personal issue and urges staff to approach it thoughtfully and respectfully. Please observe the following guidelines with respect to gender pronouns:

**Soliciting Pronouns**

As part of introductory activities (i.e. at the beginning of a new school year or semester), district staff are encouraged to give students an open-ended opportunity to share any personal information that they want to share, in writing or aloud, which could include their pronouns should the student so desire. District staff should not ask students to identify their pronouns, out loud or in writing, in any way where the student may feel pressured to respond.

**Pronouns in District Forms**

Official district forms should not include the collection of preferred pronouns. Official changes to preferred pronouns and other changes in district records must be requested through formal processes through the guidance department.

Revised December 2022

Adopted September 2022