

Plainfield Community Consolidated School District 202

We prepare learners for the future.



Community Relations

15732 Howard Street
Plainfield, IL 60544
www.psd202.org

(815) 577-4008 – telephone
(815) 514-5409 – cell
(815) 577-1067 -- fax

August 10, 2022

Via Electronic Mail

To Whom It Concerns*

Re: Freedom of Information Request

Dear Requestor,*

I am writing in my capacity as Freedom of Information Act (FOIA) officer in response to your request for materials through the Freedom of Information Act (FOIA) received on August 4, 2022 and due on August 11, 2022.

Specifically, you requested: LGBTQ+ support plans (and) Transgender support plans for the 2022/23 school year.

Requestor to remain anonymous*

Responsive materials are attached.

Please note we do not have specific plans for “LGBTQ+” or “Transgender.” There is one plan and procedure that can be adjusted to meet individual student needs.

*Please also note that we do not normally allow requestors to remain anonymous. In fact, our FOIA page on the District 202 website emphasizes that every part of the FOIA process, including the response, is and shall be treated as public information in the interests of transparency.

However, we will make an exception this time because of the sensitive nature of the request, and because the law allows for it. Therefore, I have removed your name and email address from all responsive materials.

This completes our response.

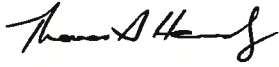
To the extent you consider this response as a denial of your request, you have the right to have the denial contained in this letter reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to: Public Access Counselor, Office of the Attorney General, 500 South 2nd Street Springfield, Illinois 62706, Fax: 217-782-1396,

E-mail: publicaccess@atg.state.il.us, Phone: 1-877-299-3642. If you choose to file a Request for Review with the PAC, you must do so within 60 calendar days after the date of this denial letter. 5

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ILCS 140/9.5(a). Please note that you must include a copy of your original request for documents and the denial letter when filing a Request for Review with the PAC. You also have the right to seek judicial review of your denial by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Hernandez".

Tom Hernandez
Director of Community Relations
FOIA Officer Plainfield CCSD 202



Thomas Hernandez (Director of Community Relations) <tahernan@psd202.org>

Re: FOIA Request

1 message

Mina Griffith <mgriffit@psd202.org>

Thu, Aug 4, 2022 at 11:27 AM

To: "Thomas Hernandez (Director of Community Relations)" <tahernan@psd202.org>

Cc: Timothy Albores <talbores@psd202.org>, Glenn Wood <gwood@psd202.org>, "Kevin Kirberg(School Board)" <kkirberg@psd202.org>

Tom,

I attached the responsive documents. We do not have specific plans for LGBTQ+ or Transgender. There is one plan and procedure that can be adjusted to meet individual student needs.

On Thu, Aug 4, 2022 at 8:15 AM Thomas Hernandez (Director of Community Relations) <tahernan@psd202.org> wrote:
Tim and Mina,

Can you help me with this one? I am guessing this belongs to you, but thought maybe C&I? Let me know if I need to go in a different direction.

This would be due on Aug. ~~10~~th.

Thanks.

Tom Hernandez
Plainfield School District #202
Director of Community Relations
Freedom of Information Act (FOIA) Officer
(815) 577-4008
(815) 514-5409 (cell)
tahernan@psd202.org

----- Forwarded message -----

From: [Redacted]

Date: Wed, Aug 3, 2022 at 10:07-PM

Subject: FOIA Request

To: Thomas Hernandez (Director of Community Relations) <tahernan@psd202.org>, <ltaylor@psd202.org>

Provide the following details for 22/23 school year:

- LGBTQ+ support plans
- Transgender support plans

Requester to remain anonymous

Support Plan – Confidential

The purpose of this document is to create shared understandings about the ways in which the student's authentic gender will be accounted for and supported at school. School staff, caregivers, and the student should work together to complete this plan.

Date of Meeting: _____

Student Legal Name: _____

Birth Gender: Male Female

Date of Birth: _____

Current Grade: _____

Meeting Participants:

Name **Relation to Student**

Name	Relation to Student

The following plan is recommended for the school year as a result of our meeting. The purpose of the meeting was to discuss how the student's authentic gender can be supported at school. The plan can be adjusted based on the student's needs throughout the school year.

Student Affirmed Name: _____ **Affirmed Gender:** _____

Affirmed Pronouns: _____

A formal name/gender change document has been signed and submitted to the District: Yes No

The Student's Affirmed Name and Gender will be reflected on the following:

- All official school documents and online systems (report card, transcript, Home Access, Google Classroom, student email, etc.) This includes all boxes below also. *Formal Name/Gender change document required*
- Student ID
- When taking attendance
- Unofficial school communication
- Class pictures/Yearbook
- Other (Please specify):

Student Affirmed Name and Pronoun Discussion Points:

Affirmed Gender Discussion Points:

Use of Facilities

Restroom: Student will use the following restroom(s) for school and activities:

Locker Room: Student will change clothes in the following place(s) for PE, activities, or athletics:

Expectations for facility use on class trips:

Extra-Curricular Activities/Athletics

Does the student participate in any after-school activities or athletics? Yes No

After School Activities/Athletics Discussion Points:

Overnight Trips Discussion Points:

Training and Support

Who will be the student's "go to adult" at school? _____

If this person is not available, what should student do?

Social Work/Counseling Support for Student:

Staff Training Needed:

Confidentiality:

How public or private will information about this student's gender be (check all that apply)?

Administration and all of the student's direct staff (classroom teacher, specials teachers, nursing staff) will be made aware of the plan.

Teachers and/or other school staff who will be informed of the plan:

Student will not be openly "out", but some students are aware of the student's gender
Specify the students:

Student is open with others (adults and peers) about gender

Gender Support Plan Review and Monitoring

What, if any, will be the process for periodically checking in with the student and/or family?

How will the plan be monitored?

Student Gender Support Procedures

District 202 is committed to providing and maintaining a safe and supportive learning environment for all students, in a manner which allows them to progress academically, socially and developmentally.

This guidance is intended to support all students (including transgender and gender non-conforming students) and to address common questions and concerns. It should be stressed that the needs of all students must be assessed on a case-by-case basis and that this guidance cannot anticipate every situation that might occur. Questions and concerns that arise should be brought immediately to the attention of the building Principal or other building or school administrator.

District 202 currently has Administrative Procedures in place to implement Board Policy 7:10 (Equal Educational Opportunities), 7:20 Harassment of Students Prohibited, and Board Policy 7:180 (Preventing Bullying, Intimidation and Harassment).

When a student or parent/guardian contacts a school staff member concerning administration of these procedures, an administrator will meet with the student and his/her/their/zirs parents/guardian to discuss issues and concerns, including a discussion of supports and resources that are available to the student and his/her/their/zirs family. A Support Team will be designated for the student, which shall include the student, a social worker, a trusted school adult (as necessary), and his/her parents. The Support Team will meet and communicate periodically as the need arises.

Student Services can assist building administration with supporting students and families during this process. If this is the first time your building is supporting a student and their family or if you have any questions or need additional support, please contact your level Student Services Director.

Definitions

“Affirming” Acknowledging and supporting the identity of an individual.

“Affirmed Gender/Affirmed Name” The gender and name with which a person identifies.

“Gender Diversity” The wide range of gender identities, gender roles, and/or gender expressions that exist.

“Gender Expansive” An umbrella term used to describe people who expand notions of gender expression and identity beyond perceived or expected societal gender norms. Gender expansive individuals may identify as male, female, or some combination of both or neither.

“Gender Expression” refers to external cues that a student uses to represent or communicate his/her/their/zirs gender to others, such as behavior, clothing, hairstyles, activities, voice, mannerisms, or body characteristics.

“Gender Support Team” or “Support Team” refers to a team of School District personnel who are designated to support students who are transgender, in the process of gender transition or are otherwise gender non-conforming. This team shall also include the student and the student’s parents/guardians.

“Gender Support Plan” A document that is used to create a shared understanding about the way in which a student’s gender identity will be accounted for and supported at school.

“Gender Identity” refers to a student’s internal sense of gender, which may be different from his/her assigned sex, and which is consistently and uniformly asserted, or for which there is other evidence that the gender identity is sincerely held as part of the student’s core identity.

“Cisgender” Term used to describe people whose gender identity corresponds solely with their sex assigned at birth.

“Genderqueer” A term used to describe a person who does not subscribe to conventional gender distinctions but identifies with neither, both or a combination of male and female genders.

“Non-binary” A term used to describe people whose gender identity is not exclusively male or female, including those who identify as a gender other than male or female, as more than one gender, or as no gender.

“Transgender” describes an individual whose gender identity is different from the individual’s sex assigned at birth. An individual can express or assert a transgender gender identity in a variety of ways. Medical treatments or procedures are not considered a prerequisite for one’s recognition as transgender.

“Transgender student” is a student who consistently and uniformly asserts a gender identity different from the student’s sex assigned at birth, or for which there is documented legal or medical evidence that the student’s gender identity is sincerely held as part of the student’s core identity.

“Intersex” A general term used for the many ways in which a person can be born with chromosomes, reproductive anatomy, and/or genitalia that do not fit the typical binary expectations of female or male.

“Gender Nonconforming” The term used to describe a person whose gender expression or presentation falls outside of traditional, societal, or stereotyped expectations based on the sex

assigned at birth. Gender nonconforming is not a gender identity, though some people do self-identify using this term.

“Gender Pronouns” The set of words used to refer to someone without using their name. Common examples include, but are not limited to, “she/her/hers”, “he/him/his”, “they/them/theirs”, and “ze/zir/zirs.”

Personal Gender Pronoun. Personal gender pronouns refer to the set of pronouns that an individual prefers that others use in order to reflect the person’s gender identity.

“Misgendering” When a person intentionally or accidentally uses the incorrect name or pronouns to refer to a person. Intentional and/or persistent misgendering may be considered a form of bullying and harassment.

“Outing” The act of disclosing information about another person’s gender identity or sexual orientation without that person’s knowledge and/or consent. Outing by school officials can violate a student’s privacy rights and puts students at risk of harm.

“Questioning” A person being unsure of or exploring their gender identity and/or sexual orientation.

“Sex assigned at birth” and “assigned sex” refer to the gender designation listed on a student’s original birth certificate.

Dress Codes/Attire

All students shall be permitted to wear gender-affirming clothing to school, including at school-sponsored functions such as dances and graduation.

School Facilities: Facilities refers to facilities and accommodations used by students at school or during school-sponsored activities and trips, and include, but are not limited to, restrooms, locker rooms, and overnight facilities.

State and Federal law require that all students be provided full and equal access to facilities in accordance with the student’s gender identity. Students will be allowed to use school facilities that correspond with their gender identity. The District and its schools are prohibited from imposing unique conditions for the use of facilities on transgender, nonbinary, and gender nonconforming students that are not required of other students. Pursuant to state and Federal law, the discomfort or privacy concerns of other students, staff, or parents are not a valid reason to deny or limit full and equal access to facilities by transgender, nonbinary and gender nonconforming students. Privacy concerns will be addressed by providing the individual with the concern more privacy, rather than denying transgender, nonbinary, and gender nonconforming students full and equal access to facilities. The District and its schools will work with transgender, nonbinary and gender nonconforming students to determine their preference as it relates to the use of facilities. A preference for the use of an alternative facility (all-gender and/or secure access restrooms) will be permitted with the allowance of additional

time if needed to ensure the student is not penalized for using the alternative facility. Student facility use preference will be addressed in the student's Gender Support Plan.

The use of restrooms and locker rooms will be assessed on a case-by-case basis after a meeting of the School Support Team, consistent with applicable law. Any student needing or desiring increased privacy, regardless of the underlying reason, should be provided with a reasonable alternative changing area, such as the use of a private area or a separate changing schedule. Any alternative arrangement will be provided in a way that protects the student's ability to keep his/her transgender status private.

Extracurricular, Athletics, and Course Accessibility

Transgender students are allowed to participate with their gender-identified peers in all extracurricular athletic activities and educational courses. Participation in competitive sports or activities governed by the Illinois High School Association (IHSA) will be determined in accordance with IHSA rules and bylaws.

Overnight School Trips

Students cannot be denied the right to attend school overnight trips based on their gender identity. Transgender, nonbinary, and gender nonconforming students will be permitted to participate in overnight school trips based on the gender they identify. The District will work collaboratively with the student to identify possible accommodations consistent with their Gender Support Plan that will ensure the student feels safe and comfortable in attending in the same fashion as their peers.

Confidentiality and School Records

The School District will accept a written request from a parent/guardian or student aged 18 or older to change a student's name and gender designation on student records prepared and maintained by the School District unless the School District is otherwise required by law to use the student's assigned sex and legal name. The request must be completed on the district name change form, provided by the Student Services Department. Records that shall be amended include the student's transcript and diploma. The School District will maintain the student's original birth certificate in unaltered form consistent with the Illinois Missing Children Records Act. School personnel shall address the student by a name and pronoun that correspond to the student's gender identity.

A student's transgender status will be kept confidential and will not be disclosed to any District employees, students, or others unless allowed by state and federal laws governing the release of student record information. School personnel can be informed of a student's transgender status on a 'need to know' basis in the sole discretion of school personnel. 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.

Student Support Team Meeting

When a parent, or student over the age of 18, informs school staff or administration that they are identifying as a gender other than their birth gender, transgender, non-binary, gender non-conforming, or another authentic gender, a student support meeting will need to take place.

The meeting should include, at minimum, the student's parent/guardian, school social worker, and school administrator. The student may attend the meeting at the parent/guardian's request. Others in attendance can include the guidance counselor, another staff member, and/or a student services administrator. The meeting should include a conversation focused on the student, led by guiding questions by the Student Support Team. Students shall be provided accommodations by the District to support their equal participation in educational and extracurricular activities. Determining such accommodations will be done on a case-by-case basis centered around the individual needs and desires of the student and/or their parent/guardian.

Gender Support Plan

The Gender Support Plan will consider accommodations surrounding the following areas: access to restrooms and other gender-segregated facilities, such as locker rooms, participation in extracurricular activities that are gender specific, enrollment in single sex/gender classes, the student's name, school student records, confidentiality and/or disclosure of information to the student's teachers and other building staff, and other supports and issues as necessary. The Gender Support Plan will be maintained in the student's temporary file. The school principal will designate a contact person, of the student's choosing, whom the student may reach out to with any concerns, including issues of bullying, harassment or discrimination occurring in school or at school activities. The principal designee will be responsible for providing relevant staff with information, and if necessary, access to, the Gender Support Plan. Relevant staff includes the student's teachers and other staff members who have a legitimate health, safety, or educational interest in the information.

The team should use the Gender Support Plan to guide the topics/questions when meeting with the family. The meeting should be more of a conversation than a Q/A session with the family. A Gender Support Plan specific to the student should be developed at the meeting. Not all sections are required to be completed but can be used to guide the discussion. The team should make sure to ask the family what their concerns are and how they would hope they will be addressed by the school.

Name and Pronouns

Name: All students have the right to be addressed at school by their affirmed name and pronouns that align with their gender identity with parent/guardian consent.

Students can have their affirmed name recognized either informally by teaching staff or through a formal change. Formal name changes can only be completed by the parent/guardian through Student Services. A formal name change is entered into all formal systems recognized by the district including grade book, attendance, report card, diploma, as well as state and local

testing and reporting systems. Once a name and gender is formally changed, the district will not change name back, this is one time change in all systems. The District and its schools may not require a student and/or their parent/guardian to provide proof of a legal name change or change of gender marker on a birth certificate prior to changing a student's current temporary records or addressing the student by the name/pronoun that aligns with their gender identity.