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—IN SCHOOL COMMITTEE—

October 21, 2025

ORDERED:

Purpose

This policy should be interpreted consistently with the goals of becoming an antiracist and equitable district, and in accordance with the School Committee's Non-Discrimination on the Basis of Gender Identity Policy, as well as the City of Cambridge's Sanctuary City Resolution to "take active steps to ensure that transgender and gender diverse individuals have access to healthcare, housing, education, and employment without fear of discrimination."

Definitions

These definitions are provided not for the purpose of labeling employees, but rather to assist in understanding this policy.

Information: Data accumulated in the normal course of business for the purpose of administering an individual's employment with the district and consistent with normal business practices of employee record keeping as contemplated by the G.L. c. 149 §52C.

Gender Identity: A person's particular gender or non-gender, which may or may not correspond with the sex assigned at birth. A person's innate, deeply felt sense of being male, female, both, or neither. A person's gender identity may or may not match the sex they were assigned at birth.

Gender Expression: The way in which a person expresses gender through clothing, appearance, interests, and more.

Transgender: An umbrella term for a person whose gender identity is different than what they were assigned at birth.

Gender Nonconforming: An umbrella term for those who expand ideas of gender expression or gender identity.

Nonbinary: People who do not subscribe to the gender binary. They might exist between or beyond the man-woman binary. Some use the term exclusively, while others may use it as an umbrella term for identities like genderqueer, genderfluid, gender non-conforming, gender diverse, or gender expansive.

Scope

This policy pertains to the school district at large, both in the schools and also inclusive of the usage of electronic technology and electronic communication that occurs in the school as well as to the entire school system, including educators, school and district staff, students, caregivers, partner organizations and volunteers.

General Policy Statement

It is our policy to protect all employees from discrimination, including on the basis of gender identity and expression.

In accordance with the School Committee's Non-Discrimination on the Basis of Gender Identity Policy, information about an employee's transgender status, assigned birth name and sex, name change for gender identity purposes, gender transition, medical information related to gender identity or other information of a similar nature, if such information exists, shall be maintained in a separate, confidential file and shall be kept confidential in accordance with applicable federal, state and local privacy laws and regulations. The fact that a staff member chooses to disclose their transgender status to staff or students does not authorize school staff to disclose this information, or other information as detailed above,

including without limitation, medical information, about the staff member to others. Information that may reveal a staff member's transgender status to others will not be disclosed to others unless the school is legally required to do so, or unless the disclosure has been authorized in writing by the staff member.

In accordance with the School Committee's Non-Discrimination on the Basis of Gender Identity Policy, staff may access restrooms that correspond to the staff member's gender identity. All staff shall have access to all-gender/gender neutral, physically accessible restrooms at all times.

In accordance with the School Committee's Non-Discrimination on the Basis of Gender Identity Policy, every staff member has the right to be addressed by a name and pronouns that correspond to the staff member's gender identity. Regardless of whether a transgender or gender nonconforming staff member has legally changed their name or gender, the school system will allow such staff members to use a chosen name and gender pronouns that reflect their identity. The district will create and disseminate a protocol for name and gender changes, to be enacted within 10 business days of initiation by the staff member. It is expected that staff members will make reasonable efforts to consistently use colleagues' chosen names and pronouns. The employee's preferred name shall appear on all unofficial records (e.g. staff ID, classroom rosters, telephone directory, Student Information Systems, email and other electronic accounts and District-related applications). Official records, such as payroll and benefits, may require documentation demonstrating a legal name and gender change.

Attest:

A handwritten signature in black ink that reads "Katherine Christo". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Katherine Christo
Executive Secretary to the Cambridge School Committee

Motion #25-277

Member Rachel
Member Weinstein
Member Harding
Member Hudson
Vice Chair Hunter
Member Rojas
Mayor Simmons
Superintendent