

**Board Policy 3297: Names, Pronouns, and Titles**

**Status:** ADOPTED

**Original Adopted Date:** 08/019/2024 | **Last Reviewed Date:**

The District shall strive to create a safe and welcoming environment for all students while also complying with IC 37-5909B.

No student or staff member shall be disciplined for any of the following:

1. Declining to identify the pronouns they prefer to be addressed by;
2. Declining to refer to another person by:
  - A. Any pronoun or gendered title that is not traditionally associated with the individual's sex as indicated on the birth certificate provided to the District;
  - B. A name other than the individual's legal name or a derivative of it.

However, consistent with the District's obligations to its students, nothing in this policy shall override IC 18-917A and Policy 3295 Hazing, Harassment, Intimidation, Bullying, and Cyber Bullying.

For the purposes of this policy, a student's legal name is the official name provided on a student's registration form, and as identified on the student's birth certificate or applicable court order received by the District identifying the student's legal name.

If any teacher is unwilling to use the parent-authorized name or pronouns of a student in their class:

1. The teacher shall notify the building principal.
2. The building principal or their designee shall notify the Superintendent.
3. The building principal shall notify the student's parent/guardian to discuss any options available to the student, such as transferring to the same class taught by another teacher or transferring to a different class. Depending upon the age of the student and the desires of the parent/guardian, the student in question may be part of these discussions.
4. If no resolution acceptable to the District, teacher, and parent/guardian can be reached, the parent/guardian of the student will be offered reasonable academic accommodation as described in Policy 2425 Parental Rights.
5. If a resolution acceptable to the District, teacher, and parent/guardian is reached, such resolution shall be documented by the District. Such documentation shall include the resolution reached and shall affirmatively detail the agreement of the parties to the resolution.

Parental Permission

Permission shall not be required for a student to use their first, middle, or last name or a derivative of that name. For the purposes of this policy, a derivative of a name includes a shortened or modified name that is typically used as a nickname for the person's legal name. It also includes a person's initials.

A student's parent/guardian must provide written permission for District employees to use the following when referring to a student:

1. Any pronoun or gendered title that is not traditionally associated with the individual's sex as indicated on the birth certificate provided to the District;
2. A name other than the individual's legal name or a derivative of it.

A parent/guardian may provide such written permission when submitting a signed registration form for their student if the form contains a field for a chosen name or name the student commonly uses and/or a field where the parent can provide the pronouns the student uses. The Superintendent or their designee shall create a process for parents/guardians to provide such permission at other times of the school year or if such information is not collected on the registration form.

If there is disagreement or uncertainty about whether the name a student uses is a derivative of their legal name, the matter shall be brought to the building principal. If the principal determines that there is uncertainty about whether the name is a derivative of the student's legal name or determines the name is not a derivative of the legal name, the principal shall direct the student to the process for the student's parent/guardian to provide permission if they wish to proceed with using the name in question.

---

**Legal References**

IC § 18-917A

**Description**

Student Harassment — Intimidation — Bullying

IC § 33-1631

Requirements for Harassment, Intimidation and Bullying Information and Professional Development

IC § 67-5909B

Compulsory Gender Language Prohibited

**Cross References**

**Code**

3085

**Description**

Sexual Harassment, Discrimination, and Retaliation Policy

3295

Hazing, Harassment, Intimidation, Bullying, and Cyber Bullying