

**SEXUAL HARASSMENT**

The district ensures that all persons, regardless of their sex, shall have equal rights and opportunities and enjoy freedom from discrimination of any kind in our educational programs and settings.

Sexual harassment of students by any other student or employee shall not be tolerated.

Prohibited sexual harassment includes, but is not limited to, sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature made against another person of the same or opposite gender, in the educational setting, when:

1. Submission to or rejection of the conduct by a student is used as a basis for academic decisions affecting the student
2. The conduct has the purpose or effect of having a negative impact on the student's academic performance, or of creating an intimidating, hostile or offensive educational environment
3. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity
4. Peer to peer conduct that creates an intimidating, hostile, or offensive educational environment

Types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations or propositions.
2. Sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation.
4. Sexual jokes, notes, stories, drawings, pictures or gestures.
5. Spreading sexual rumors.
6. Massaging, grabbing, fondling, stroking or brushing the body.
7. Touching an individual's body or clothes in a sexual way.
8. Purposefully cornering or blocking normal movements.

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9. Displaying sexually suggestive objects.

A copy of the district's sexual harassment policy and regulation shall:

1. Be included in the notifications or publications that are sent to parents/guardians at the beginning of each school year
2. Be displayed where notices of district rules, regulations, procedures and standards of conduct are posted
3. Be provided as part of any orientation for students in grades 4-8
4. Be provided to employees and employee organizations

Any student who feels that he/she has been the victim of sexual harassment shall immediately report the incident to the school administrator. Any person who has knowledge of conduct by employees of the district, volunteers, or other individuals of the school community or students which may constitute sexual harassment should immediately report such conduct to the school administrator.

Upon receiving a complaint of sexual harassment, the administrator shall immediately investigate the complaint. In doing so the administrator shall talk individually with:

1. The person filing the complaint
2. The person accused of harassment
3. Anyone who witnessed the conduct in question

The person filing the complaint shall have the opportunity to describe the incident, present witnesses and other evidence of the harassment, and put his/her complaint in writing.

The school administrator shall discuss the complaint only with the people described above and the following persons:

1. The Superintendent or designee
2. The parent/guardian of the student who filed the complaint
3. The parent/guardian of the accused, if a student
4. A teacher or staff member whose knowledge of the students involved may be needed

**SEXUAL HARASSMENT** (continued)

5. Child Protective Services, when necessary
6. Legal counsel for the district

School administration may arrange to resolve the complaint informally with the help of a counselor, teacher, administrator or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided and both students agree.

The school administrator shall provide the person who filed the complaint, the accused, and the Superintendent or designee with a written report of the complaint and investigation. If the harassment is verified, the report shall describe the actions taken to:

- End the harassment
- Address the effects of the harassment on the person harassed
- Prevent retaliation or further harassment

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy. These actions may include, but are not limited to:

1. Removing vulgar or offensive graffiti
2. Providing staff in-service and student instruction or counseling
3. Notifying parents/guardians of the actions taken
4. Notifying Child Protective Services
5. Taking appropriate disciplinary action which may include suspension and/or expulsion of a student and dismissal of an employee.