

**Board Policy GAEB: Sexual Harassment of Employees**

**Status:** ADOPTED

**Original Adopted Date:** 11/14/1994 | **Last Revised Date:** 01/17/2012

It is the policy of this School District to prohibit any act of harassment of employees by other employees based upon race, color, national origin, sex, religion, age or disability at all times and during all occasions while at school, in the workplace or at any school event or activity. Any such act shall result in prompt and appropriate discipline, including the possible termination of employment.

Sexual harassment may include conduct or speech which entails unwelcome sexual advances, requests for sexual favors, taunts, threats, comments of a vulgar or demeaning nature, demands or physical contact which creates a hostile environment. There may be other speech or conduct which employees experience as inappropriate or illegal harassment which should also be reported; harassment can take many forms and it is not possible to itemize every aspect of the harassment forbidden by this policy.

Any employee or applicant for employment who believes he or she has been subjected to harassment or discrimination as prohibited by this policy should promptly report the same to the principal of their school or to the appropriate coordinator designated in policy GAAA, who will implement the board's discriminatory complaints procedures as specified in that policy. Employees will not be subjected to retaliation for reporting such harassment or discrimination.

It is the duty of all employees to promptly report harassment forbidden by this policy. All supervisors will instruct their subordinates as to the content of this policy and, through appropriate professional learning activities, enlighten employees as to the varied forms or expression of prohibited harassment. The principals of all schools shall ensure that employees are informed through handbooks, training materials and verbally that such harassment is strictly forbidden, how it is to be reported and the consequences for violating this policy.

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