

# Montrose Community Schools

## Office of the Superintendent

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**TO:** All Staff  
**FROM:** Dr. Linden A. Moore, Superintendent  
**RE:** **Appropriate Relationships & Behavior with Students**

Under state law and district policy, sexual relationships and sexual harassment between students and staff members are illegal and can result in criminal and civil penalties. Frequently, inappropriate relationships between students and staff begin with innocent flirtations. Such relationships – real or perceived – are not only damaging to the student, they leave the staff member open to accusations, public humiliation, and with a career that may be damaged beyond repair.

In all cases – **avoid even the appearance of impropriety** – especially when working with students. To that end, staff members are expected to adhere to the following guidelines for their own protection and for the welfare of our students.

- **Set Appropriate Boundaries with Students.** Staff members are expected to set appropriate personal boundaries with students and to not engage in any type of behavior that could even appear inappropriate. Such behaviors include but are not limited to flirting, making suggestive comments, engaging in sexual dialogue over the Internet/social media, giving inappropriate personal gifts, dating, asking for a ride home after school or sports/activity practices, hugging, sending intimate letters or cards, making personal phone calls, meeting in social settings, touching inappropriately, telling off-color jokes, exchanging phone numbers/texting for personal reason, or engaging in playful exchanges.
- **Report Any Inappropriate Behavior Initiated by Students.** If a student initiates inappropriate behavior towards you, document the incident (as well as any incidents that follow) and report it to the school principal as soon as possible. Keep copies of any documentation in a personal file. If warranted, the principal will intervene and speak with the student and parents regarding the inappropriate behavior.
- **Report Inappropriate Behavior Between Students and Other Staff.** Staff members must report observed or suspected inappropriate behavior between students and other staff members. State law identifies school employees as mandated reporters who are required to report all suspected child abuse to appropriate child protection authorities.

**WHEN IN DOUBT, CONTACT YOUR SCHOOL PRINCIPAL OR SUPERINTENDENT WITH ANY QUESTIONS REGARDING THIS ISSUE.**