



Volunteer Waiver, Release, & Hold Harmless Agreement

Name: _____
Address: _____
Phone: _____
Email: _____

I have agreed to volunteer for Port Angeles School District ("District"). This volunteer Waiver, Release, and Hold Harmless Agreement covers all events and occurrences associated with volunteer activities.

By signing this Waiver, Release, and Hold Harmless Agreement ("Agreement"), I voluntarily agree:

- As a volunteer, I am not an employee of the District, and this Agreement shall not in any way constitute nor create an employer/employee relationship between the District and myself as a volunteer. The District shall not be responsible for, nor liable for, nor shall I be eligible to receive, any compensation or benefits because of this Agreement.
- To acknowledge, accept, and understand that volunteering for the District involves certain inherent risks, dangers, and hazards that may cause serious personal injury, including death. Being fully informed as to these risks and in consideration of my being allowed to participate as a volunteer, I hereby assume all risk of injury, damage, and harm to myself arising from such activities or use of District facilities. I also hereby, individually and on behalf of my heirs, executors, and assignees, release and hold harmless the District, its officials, employees, and agents and waive any right of recovery I might have to bring a claim or a lawsuit against them for any personal injury, death, or other consequences occurring to me as a result of my volunteer activities.
- I attest that I have not pled guilty to or been convicted of any felony crimes as listed in [RCW.28A.400.322](#)
- I agree that all information, property, and materials received and/or created by me in connection with the performance of my volunteer work are property of the District, and I will return them promptly upon request or termination of my service.
- I agree to comply with all program and District guidelines. I further agree to follow the directions of District faculty and staff when on school grounds and/or at school-sponsored events.
- If I have concerns about my health or ability to participate in volunteer activities, it is my responsibility to discuss my concerns with a physician prior to deciding to participate as a volunteer for the District.

-
- In the event I require emergency medical treatment, I give my permission for evaluation, diagnoses, treatment, and/or medication in accordance with the standard medical practice by licensed medical personnel. I am fully prepared to accept responsibility for any and all financial responsibility as a result of the performed treatment.
 - I hereby expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Washington and that this Release shall be governed by and interpreted in accordance with the laws of the State of Washington. I agree that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release, which shall continue to be enforceable.
 - I further understand and agree that my volunteer service may be terminated at any time without cause or recourse.

This Agreement will be in effect for the duration of my volunteer services beginning as of the date of my signature below:

Volunteer's Signature

Printed Name

Dated this _____ day of _____, 20 _____.

**Port Angeles School District
Volunteer Registration Form**

BUILDING REQUESTING INFORMATION:

PAHS___ ROOS___ SMS___ DC___ FR___ HM___ JF___ LHS___ DIST___

COPY OF DRIVER'S LICENSE MUST BE ATTACHED

Date Received: _____

Port Angeles School District welcomes your participation in our schools. Volunteers provide depth, richness, and variety for our students. We hope to make the most meaningful, effective use of your time, as well as help to provide you with a satisfying experience.

In your capacity as a volunteer you may obtain information about students. It is important that all information is kept confidential and may not be discussed outside of school.

Name: _____
First Middle Last

Day Phone: _____ Evening Phone: _____ E-Mail _____

Current Address: _____
Street

_____ City State Zip

Best time to reach you? Morning _____ Afternoon _____ Evening _____

Are you currently employed with Port Angeles School District? Yes _____ No _____

Do you have children in the Port Angeles School District? Yes _____ No _____

If yes, what are the names of your children? _____

Is this for a specific event; and if so, which? (i.e. field trip, Nature Bridge)

No _____

Yes _____

Are you doing volunteer coaching? Yes _____ No _____

To help protect our children, yourself, and the district, it is necessary to ask your permission to conduct a criminal history background check. This is a confidential process. We hope you will appreciate the need for this safeguard.

Have you ever been convicted of any crimes against persons? Yes ____ No ____

If yes, please explain: _____

Have you ever been found to have sexually exploited, assaulted or physically abused any minor or had your parental rights terminated due to abuse or neglect?

Yes ____ No ____ If yes, please explain: _____

Have you ever been found in any disciplinary board's final decision to have sexually abused, exploited or physically abused a minor? Yes ____ No ____

If yes, please explain: _____

Are you currently under investigation by a law enforcement agency? Yes ____ No ____

If yes, please explain: _____

I hereby certify under penalty of perjury that the information I have provided is true and correct and give my permission for a criminal history background check.

Signature

Date

We thank you again for your cooperation and participation in the Port Angeles Schools.

Please note: all volunteer information expires after two years from signature date.

VOUCHER

Qty	Description	Unit Price	Line Total
1	Fingerprint for		85.00
		Subtotal	85.00
Administration _____		Sales Tax	
Date _____		Total	85.00

Thank you for your business!

PORT ANGELES SCHOOL DISTRICT NO. 121

_____ School

Principal Signature

Athletic Director Signature

VOLUNTEER COACH

Present Employment _____

Coaching Background _____

Coaching Philosophy _____

Washington State Patrol: I have completed the background check form YES ___ NO ___

CRIMINAL INFORMATION:

YES	NO	a.	Within the last ten years, HAVE YOU BEEN <u>Convicted of any crime against persons</u> (aggravated murder; first or second degree murder; first or second degree kidnapping; first, second, or third degree assault; first, second, or third degree rape; manslaughter; first or second degree extortion; indecent liberties, incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation of minors; first or second degree criminal mistreatment, child abuse or neglect; first or second degree custodial interference; malicious harassment; first, second, or third degree child molestation; first or second degree sexual misconduct with a minor; patronizing a juvenile prostitute; child abandonment; promoting pornography; selling or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; or any of these crimes as they had previously been named or as they may be named)?
YES	NO	b.	Found in any dependency action or by a court in a domestic relation proceeding or in any disciplinary board final decision to have sexually assaulted or exploited any minor or to have sexually abused any minor?
YES	NO	c.	Released from prison or convicted of any offense that involved drugs?
YES	NO	d.	Convicted of a felony other than those listed? (Such conviction will not necessarily be a barrier to employment.)
YES	NO	e.	Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people?

Coaching Requirements

First Aid Card: YES NO

College Courses Relating to Coaching: _____

As a volunteer coach, I am directly responsible to the head coach, activities coordinator, and principal in all matters that involve coaching students. For any matters concerning coaching ethics, WIAA rules and regulations, and GSL regulations, I will check with the head coach, athletic director, and/or principal.

(Date)

(Signature)

Sexual Harassment of Students Prohibited

The district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the district even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, staff members, or third parties involved in district activities.

Under federal and state law, the term “sexual harassment” may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time

a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff members will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff member (s) or other third parties involved in district activities/events. Anyone else who engages in sexual harassment on school property or at school activities/event will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent or designee will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff member responsibilities under this policy.

Any school staff member who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff members are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

District/school staff member(s), including staff members, contractors, and agents shall not provide a recommendation of employment for a staff member, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

Notice and Training

The Superintendent or designee will develop procedures to provide age-appropriate information and education to district staff members, students, parents/guardians and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff member, student, and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff member(s), students, parents/guardians, volunteers, and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each staff member and reproduced in each student, staff member, volunteer, and parent/guardian handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The Superintendent or designee will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The Superintendent is encouraged to involve staff member(s), students, volunteers, and parents/guardian in the review process.

Cross References:	3200 - Rights and Responsibilities
	3207 - Prohibition of Harassment, Intimidation, and Bullying
	3210 - Nondiscrimination
	3211 - Transgender Students
	3220 - Freedom of Expression
	3241 - Student Discipline
	4200 - Safe & Orderly Learning Environment
	4310 - Relationships with Law Enforcement and other Government Agencies
	4314 - Notification of Threats of Violence or Harm
	5010 - Nondiscrimination and Affirmative Action
	5011 - Sexual Harassment
	5015 - Staff and Private Use of Social Media
	5253 - Maintaining Professional Boundaries Between Employees and Students
	5270 - Resolution of Staff Complaints
	5281 - Disciplinary Action and Discharge
	5282 - Civility
	6513 - Workplace Violence Prevention

Legal References:	20 U.S.C. 1681-1688
	WAC 392-190-058 Sexual harassment

RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies

Adoption Date: 12/12/2019

Prohibition of Harassment, Intimidation, and Bullying

The board is committed to a safe and civil educational environment for all students, staff members, parents/guardians, volunteers, and community members that is free from harassment, intimidation, or bullying. As defined in legislation, “Harassment, intimidation or bullying” means any intentional electronic, written, verbal, or physical act including but not limited to, one (1) shown to be motivated by any characteristic in RCW 28A.640.010 and RCW 28A 642.010, such as race, creed, religion, color, national origin, honorable discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with disability. or other distinguishing characteristics, when the act:

- A. Physically harms a student or damages the student’s property;
- B. Has the effect of substantially interfering with a student’s education;
- C. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- D. Has the effect of substantially disrupting the orderly operation of the school

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

Additional distinguishing characteristics can include but are not limited to physical appearance, clothing or other apparel, socioeconomic status and weight.

“Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions

This policy recognizes that ‘harassment,’ ‘intimidation,’ and ‘bullying’ are separate but related behaviors. Each must be addressed appropriately. The accompanying procedure differentiates the three behaviors, however, this differentiation should not be considered part of the legal definition of these behaviors

Harassment, intimidation, or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may be prohibited by other district policies or building, classroom or program rules.

Training

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and will be implemented in conjunction with comprehensive training of staff members and volunteers. Specific training requirements are included in procedure.

Prevention

The district will provide students with strategies aimed at preventing harassment, intimidation, and bullying. In its efforts to train students, the district will seek partnerships with families, law enforcement, and other community agencies.

Interventions

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the aggressor, and to restore a positive school climate. The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

Students with Individual Education Plans or Section 504 Plans

If allegations are proven that a student with an Individual Education Plan (IEP) or Section 504 Plan has been the aggressor or target of harassment, intimidation or bullying, the school principal or designee will convene the student's IEP or Section 504 team to determine whether the incident had an impact on the student's ability to receive a Free Appropriate Public Education (FAPE). The meeting should occur regardless of whether the harassment, intimidation, or bullying incident was based on the student's disability. During the meeting, the Section 504 team will evaluate issues such as the student's academic performance, behavioral issues, attendance, and participation in extracurricular activities. If a determination is made that the student is not receiving a FAPE as a result of the harassment, intimidation, or bullying incident, the district will provide additional services and supports as deemed necessary, such as counseling, monitoring and/or reevaluation or revision of the student's IEP or Section 504 plan, to ensure the student receives a FAPE.

Retaliation/False Allegations

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying, or participating in an investigation.

It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or staff members will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Compliance Officer

The Superintendent will appoint a compliance officer as the primary district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The

district compliance officer will participate in at least one (1) mandatory training opportunity offered by the Office of Superintendent of Public Instruction (OSPI).

Written Procedures

The superintendent or his/her designee will adopt written procedures to addressing the elements of this policy.

Cross References:

2161 - Education of Students with Disabilities
3200 - Rights and Responsibilities

3210 - Nondiscrimination
3211 - Gender-Inclusive Schools
3220 - Freedom of Expression
3241 - Student Discipline
4200 - Safe and Orderly Learning Environment
4301 - Relations with the Law Enforcement, Child Protective
Agencies and the County Health Department
4314 - Notification of Threats of Violence or Harm
5010 - Nondiscrimination and Affirmative Action
5011 - Sexual Harassment
5253 - Maintaining Professional Boundaries between
Employees and Students
5270 - Resolution of Staff Complaints
5281 - Disciplinary Action and Discharge
5282 - Civility
5520 - Staff Development
6513 - Workplace Violence Prevention

Legal References:

RCW 28A.300.285 Harassment, intimidation, and bullying
prevention policies and procedures — Model policy and
procedure — Training materials — Posting on web site — Rules
— Advisory committee
RCW 28A.640.010 Discrimination prohibited
RCW 28A.642.010 Discrimination prohibited - Definitions
WAC 392-190-059 Harassment, intimidation and bullying
prevention policy and procedure – School districts.

Adoption Date: **10/10/2005**

Revised Dates: **4/14/2016, 10/24/2019**

Sexual Harassment of District Staff Prohibited

This district is committed to a positive and productive working environment free from sexual harassment. This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur student to adult, adult to adult or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of district employees by students, employees or third parties involved in school district activities.

Under federal and state law, the term "sexual harassment" includes:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communications that interferes with an individual's employment performance or creates an intimidation, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied obtaining work opportunity or other benefit;
- Sexual demands where submission or rejection is a factor in a work or other school-related decision affecting an individual.

A "hostile environment" for an employee is created where the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidation, hostile, or abusive.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end sexual harassment, eliminate the hostile environment, prevent its occurrence and, as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority every time a report, complaint and grievance alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an on-going criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending staff or third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline

Staff Responsibilities

The superintendent will develop and implement procedures for receiving, investigating, and resolving both formal and informal complaints and reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Notice and Training

The superintendent will develop procedures to provide information and education to district staff, parents/guardians and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, parents/guardians, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school

building, provided to each employee and reproduce in each staff, volunteer and parent/guardian handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, volunteers and parents/guardians in the review process.

Cross References: 3205 - Sexual Harassment of Students Prohibited
 3207 - Prohibition of Harassment, Intimidation and Bullying
 3210 - Nondiscrimination
 3240 - Student Conduct
 3421 - Child Abuse, Neglect, and Exploitation Prevention
 5010 - Nondiscrimination and Affirmative Action

Legal References: RCW 28A.640.020 Regulations, guidelines to eliminate discrimination
 — Scope — Sexual harassment policies
 WAC 392-190-058 Sexual harassment
 20 U.S.C. 1681-1688

Management Resources: 2015 - July Policy Alert
 2014 - December Issue
 2010 - October Issue

Adoption Date: 2/12/2007

Revised Dates: **1/23/2012, 3/24/2016**

MAINTAINING PROFESSIONAL STAFF/STUDENT BOUNDARIES

Purpose

This policy provides all staff members, students, volunteers, and community members with information about their role in protecting students from inappropriate conduct by adults. This policy applies to all staff members and volunteers. The terms “district staff member(s),” “staff member(s),” and “staff” also include volunteers.

General Standards

The district expects all staff members to maintain the highest professional standards when they interact with students. Staff members are required to maintain an atmosphere conducive to learning by consistently maintaining professional boundaries.

Professional staff member/student boundaries are consistent with the legal and ethical duty of care that staff members have for students.

The interactions and relationships between staff members and students should be based upon mutual respect, trust, and commitment to the professional boundaries between staff members and students in and outside of the educational setting, and consistent with the educational mission of the district.

Staff members will not intrude on a student’s physical and emotional boundaries unless the intrusion is necessary to serve a demonstrated educational purpose. An educational purpose is one that relates to the staff member’s duties in the district. Inappropriate boundary invasions can take various forms. Any type of sexual conduct with a student is an inappropriate boundary invasion.

Staff members are expected to be aware of the appearance of impropriety in their own conduct and the conduct of other staff members when interacting with students. Staff members will notify and discuss issues with their building administrator or supervisor whenever they suspect or question whether their own or another staff member’s conduct is inappropriate or constitutes a violation of this policy.

The district recognizes that staff members may have familial and pre-existing social relationships with parents/guardians and students. Staff members should use appropriate professional judgment when they have a dual relationship with students to avoid violating this policy, the appearance of impropriety, and the appearance of favoritism. Staff members must pro-actively discuss these circumstances with their building administrator or supervisor.

Digital Communication

The district supports the use of technology to communicate for educational purposes. When the communication is unrelated to school work or other legitimate business, staff members are prohibited from communicating with students by phone, e-mail, text, instant messenger, or other forms of electronic or written communication in addition to engaging with students on social media platforms. Staff members are prohibited from any unprofessional communications and communications that violate state or federal laws, district policies or procedures, or other generally recognized professional standards as outlined in WAC 181-87-062. .

Which states:

1) Unprofessional conduct includes inappropriate digital communication with a student including, but not limited to: Cell phone, text messaging, email, instant messaging, blogging, or other social media or social network communication.

(2) Factors that may be considered in assessing whether the communication is inappropriate include, but are not limited to: (a) The nature, purpose, timing, and amount of the communication; (b) The subject matter of the communication; (c) Whether the communication was made openly, or the educator attempted to conceal the communication; (d) Whether the communication could be reasonably interpreted as soliciting sexual contact or a romantic relationship, was sexually explicit, or involved discussion of the sexual history, activities, or preferences of either the educator or the student.

[Statutory Authority: Chapter 28A.410 RCW. WSR 21-08-022, § 181-87-062, filed 3/29/21, effective 4/29/21.]

Staff members whose conduct violates this policy could face discipline and/or termination consistent with the district's policies and procedures, acceptable use agreement, and collective bargaining agreements, as applicable.

The superintendent or designee will develop protocols for reporting and investigating allegations and develop procedures and training.

Cross References:

3112 - Social Emotional Climate
3200 - Student Rights and Responsibilities
3205 - Sexual Harassment of Students Prohibited
3207 - Prohibition of Harassment, Intimidation and Bullying
3210 - Nondiscrimination
3211 - Gender-Inclusive Schools
3226 - Interviews of Students on School Premises
3230 - Student Privacy and Searches
3245 - Students and Telecommunication Devices
3421 - Child Abuse, Neglect, and Exploitation Prevention
4010 - Staff Communications Responsibility

4020 - Confidential Communications
4220 - Complaints Concerning Staff or Programs
4310 - District Relationships with Law Enforcement and other Government Agencies
4311 - School Safety & Security Services Program
5006 - Certification Revocation
5011 - Sexual Harassment
5015 - Staff and Private Use of Social Media
5020 - Collective Bargaining
5021 - Conflicts Between Policy and Bargaining Agreements
5050 - Contracts
5281 - Disciplinary Action and Discharge
5282 - Civility
5630 - Volunteers
6500 - Risk Management
6511 - Staff Safety
6513 - Workplace Violence Prevention

Legal References:

Title IX of the Education Amendments of 1972
Chapter 9A.44, RCW – Sex offenses
Chapter 9A.88, RCW – Indecent exposure – Prostitution
RCW 28A.400.320 Crimes against children — Mandatory termination of classified employees — Appeal — Recovery of salary or compensation by district
RCW 28A.405.470 Crimes against children — Mandatory termination of certificated employees — Appeal — Recovery of salary or compensation by district
RCW 28A.405.475 Termination of certificated employee based on guilty plea or conviction of certain felonies — Notice to superintendent of public instruction - Record of notices
RCW 28A.410.090 Revocation or suspension of certificate or permit to teach — Criminal basis — Complaints — Investigation - Process
RCW 28A.410.095 Violation or noncompliance — Investigatory powers of superintendent of public instruction — Requirements for investigation of alleged sexual misconduct towards a child — Court orders — Contempt — Written findings required
RCW 28A.410.100 Revocation of authority to teach — Hearings
Chapter 28A.640, RCW Sexual Equality
Chapter 28A.642, RCW Discrimination Prohibition
Chapter 49.60, RCW – Washington State Law Against Discrimination

Chapter 181-87 WAC Professional certification — Acts of unprofessional conduct

Chapter 181-88 WAC Definitions of sexual misconduct, verbal and physical abuse - Mandatory disclosure — Prohibited agreements

Adoption Date: 9/26/2011

Revised Dates: 10/13/2022

Signed:_____ Date:_____
(If under 18 years of age, parent/guardian signature is required below)

Signature of Parent/Guardian:_____ Date:_____
(If applicable)

I hereby certify receipt of Board Policies. I read and understand that if I should break policy, I could be removed from the event and future opportunities with the school district.

If you have any questions regarding your packet, please call the Human Resources office:
(360) 565 - 3722

905 W 9th Street
Port Angeles, WA 98363

Received Board Policies:

- 3205
- 3207
- 5011
- 5253