

Policy 425

Prohibiting harassment or violence on the basis of protected classification

“Harassment” means conduct, relating to a person's protected classification, when the conduct:

1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual’s work or academic performance; or
3. otherwise adversely affects an individual’s employment or academic opportunities.

Applies to staff and students

A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence.

Upon receipt of a report, the building report taker must notify the School District Human Rights Officers immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint.

Title IX Sexual Harassment - Policy 510

Applies to students and staff

“Sexual harassment” means:

1. Quid pro quo harassment by a school district employee (conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct);
2. Unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; or
3. Any instance of sexual assault

Any employee of the school district who has experienced, has actual knowledge of, or has witnessed unlawful sex discrimination, including sexual harassment, or who otherwise becomes aware of unlawful sex discrimination, including sexual harassment, must promptly report the

allegations to the Title IX Coordinator without screening or investigating the report or allegations.

When the Title IX Coordinator receives a report, the Title IX Coordinator shall promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

Bullying - Policy 541

Applies to students only

"Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:

1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

Obvious situations

Not so obvious situations

Secondhand, hearsay, or anonymous reports

Situations to consider appropriate response

- One staff member gives another a gift filled with “Toys”
- Staff members - weekend trip
- Staff member makes my child feel uncomfortable
- One student referring to another with a racially-charged term
- Lewd, vulgar comments among a group in a staff breakroom
- Students giggling and pointing as another student walks by
- Supervisor who appears to be having a consensual romantic relationship with a subordinate
- A parent who sees you at a basketball game and tells you the student doesn't like a teacher
- Students giggling and pointing as another student walks by
- Reports of vulgar conduct among coworkers on a weekend outing

Not appropriate responses:

Require to fill out form - don't proceed without one

Tell person to come to your office if they want to proceed

NOTE on Documentation

- Notes in your planner - need to be able to find again
- When questions arise a few months down the line, it is helpful to have a memorialization of what steps were taken