

ADMINISTRATIVE REGULATIONSTUDENT SEXUAL HARASSMENT

Examples of conduct which may constitute sexual harassment and would therefore be prohibited include:

1. Unwelcome leering, staring, sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Unwelcome graphic verbal comments about an individual's body.
4. Unwelcome sexual jokes, stories, drawings, pictures or gestures.
5. Unwelcome spreading of sexual rumors.
6. Unwelcome teasing or sexual remarks about a student enrolled in a predominantly single-sex class.
7. Unwelcome touching of an individual's body or clothes.
8. Conditioning academic or student activity privileges on submission to inappropriate or unwanted sexual conduct from students or staff.
9. Displaying sexually suggestive objects in the educational environment.

Students need to immediately report incidents of sexual harassment to any teacher, counselor or administrator at the school site.

Any teacher, counselor or administrator who has received a report, verbally or in writing from any student regarding sexual harassment of that student or another student by a student or adult in the educational setting must forward that report to the building administrator within twenty-four (24) hours, or within reasonable time thereafter, if extended, for good cause.

1. All complaints of sexual harassment will be investigated and promptly resolved.
2. Upon receipt of a sexual harassment allegation, the building administrator will determine how the investigation is to proceed.
3. Verbal reports of sexual harassment will be put in writing and signed by the individual complainant.

4. Each complaint of sexual harassment will be promptly investigated to the extent practical and appropriate under the circumstances.
5. The building administrator will review the incident and all written materials provided by the investigator.
6. The building administrator will put his/ her findings in writing within one week, or a reasonable extension of time thereafter for good cause, after concluding the investigation.
7. Complaints by students of sexual harassment by staff will be handled in accordance with school district policy 4112.1.

Each building administrator is responsible for maintaining a work environment and/ or educational environment free of sexual harassment. Building administrators will take appropriate actions to reinforce the School District's sexual harassment policies. These actions will include:

1. Prompt removal of vulgar or sexually offensive graffiti.
2. Providing staff in-service within two months of the adoption of this policy and by the first week of each school year thereafter.
3. Providing student instruction about sexual harassment. Discussion shall be carried out in age-appropriate ways and should assure students that they need not endure any form of sexual harassment.
4. Taking appropriate disciplinary action as needed.
5. In addition, teachers, counselors and administrators will instruct students on the procedures for reporting sexual harassment within the educational setting on an as-needed basis.
6. A copy of this sexual harassment policy will appear in any school publication that sets forth the school's comprehensive rules, regulations, procedures and standards of conduct.

In resolving sexual harassment complaints, any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion.

Any employee who receives a complaint of sexual harassment from a student and who does not act promptly to forward that complaint to the building administrator shall be disciplined appropriately.

The school district prohibits retaliatory behavior against any complaint or any participant in the complaint process. The initiation of a complaint of sexual harassment will not reflect negatively on the student who initiates the complaint nor will it affect the student's academic standing, rights or privileges.