Sexual Harassment of District Staff Prohibited

This district is committed to a positive and productive working environment free from discrimination, including sexual harassment.

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 other students, employees or third parties involved in school 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 employment 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 a 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 intimidating, 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 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 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 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 staff or other 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 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 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 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, volunteers and visitors. Information about the policy and procedure will be easily
understood and conspicuously posted throughout each school building, provided to each
employee and reproduced in each staff, volunteer and parent 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
in the review process.

Cross References:
- **Policy 3205** Sexual Harassment of Student Prohibited
- **Policy 3207** Prohibition of Harassment, Intimidation and Bullying
- **Policy 3210** Nondiscrimination
- **Policy 3211** Transgender Students
- **Policy 3240** Student Behavior, Rules of Conduct, Restorative Practices and
  Corrective Action
- **Policy 3421** Child Abuse, Neglect and Exploitation Prevention
- **Policy 5010** Nondiscrimination and Affirmative Action
Legal References:
RCW 28A.640.020
WAC 392-190-058
20 U.S.C. §§ 1681-1688

Regulations, guidelines to eliminate discrimination - Scope -
Sexual harassment policies
Sexual harassment

Adopted: 11/10/2004
Amended: 07/28/2010
11/14/2012
04/30/2014
04/15/2015
11/18/2015
12/14/2016
Superintendent: Dr. Shelley K. Redinger