

Student Anti-Harassment 5517 Policy

- A. The Board of Education expects that the educational environment will be free of discrimination and harassment of any form. The Board's authority is derived from Wisconsin statutes that allow school boards to establish rules pertaining to the conduct of pupils to maintain a favorable academic atmosphere. It is, therefore, the policy of the district that neither students nor employees will be allowed to engage in any form of sexual harassment toward other students or school employees.
- B. "Sexual harassment" means unwelcome sexual advances, unwelcome physical contact of a sexual nature, or unwelcome verbal or physical conduct of a sexual nature. "Unwelcome verbal or physical conduct of a sexual nature" includes, but is not limited to, the deliberate, repeated display of offensive sexually graphic materials. Sexual harassment is prohibited for the following reasons:
1. Sexual harassment often involves an abuse of power authority.
 2. Sexual harassment creates a hostile educational environment.
 3. Sexual harassment is demeaning, offensive, and abusive.
 4. Sexual harassment violates individual rights, creates stress and tension, and can cause emotional or physical pain, discomfort, and injury.
 5. Sexual harassment can lead to further conflict or more serious legal problems of a civil or criminal nature.
- C. Students who believe they have been subjected to sexual harassment or any parents or guardians who believe their student has been subjected to sexual harassment should report the incident(s) to an administrator. It is the intent of the School District of Horicon to create an atmosphere where complaints will be treated fairly and promptly. If a student or parent is not comfortable with making a complaint to the administrator, the complaint may be made to a teacher, guidance counselor, school psychologist, or school social worker with the understanding that incidents must be reported to administration for review and action. The employee receiving the complaint shall report the complaint to the administrator and District Administrator.
- D. Third party witnesses are strongly encouraged to report observed incidents of sexual harassment to the administrator and District Administrator. Every effort will be made when requested to maintain the confidentiality of witness identity unless the witness is requested to testify in a hearing.
- E. The administration and staff will inform students that the School District of Horicon does not tolerate sexual harassment in any form and will take all necessary and appropriate action to eliminate it, up to and including discipline of offenders. Instructional time will be utilized to inform students about sexual harassment and to encourage more positive, caring, and constructive interpersonal relationships. Students will be informed of this policy annually and the complaint procedure will be made available to any students or parent/guardian wishing to file a complaint.
- F. Complaint Procedure
1. It is important for these procedures to respect the rights of all parties, including the protection of personal privacy interests and the protection of the reputation of all concerned and involved parties. In order to ensure fair procedures and to protect these interests, all parties are encouraged to keep these matters as confidential as possible.
 2. Students who believe they are victims of sexual harassment or parents/guardians who believe their child is a victim of sexual harassment, should immediately report their concerns to the administrator, a guidance counselor, school social worker, school psychologist or teacher. A parent/guardian may also report the concern to these employees. If an adult employee other than the administrator receives the complaint, the employee shall forward complaints to the principal or supervising administrator and District Administrator for review and action as necessary.
 3. All complaints will be taken seriously and will be subject to thorough review and immediate investigation by the receiving office. While time periods are established below for the completion of various actions, the reviewing office shall provide prompt written notice to concerned parties of the expected time period for completion of the required action when exceptional circumstances do not allow completion within the expected time period.

The following procedures will be used:

- a. If informal (verbal only) discussions do not result in the initiation of formal disciplinary procedures at the request of the complainant, the offending parties may be asked to explain their conduct or behavior to the reviewing officer at the request of the complainant.
- b. Complaints shall be presented to the principal or supervising administrator. The complaint should include a specific statement of the alleged behavior, including (if possible) additional background details such as time, date, location, and circumstances of each alleged incident.
- c. The administrator shall make an initial determination of the complaint which shall include investigating the complaint, notifying the person who has been accused of harassment, permitting a response to the allegation, arranging a meeting, and responding to the complaint. Since the district takes these complaints seriously, they will be subject to immediate review and investigation. Every effort will be made to complete this initial review within fifteen (15) calendar days after a complaint has been received. The administrator shall give a written report to the complainant and the District Administrator after the completion of the initial review,
- d. If any party is not satisfied with the report of the administrator, a written appeal may be submitted to the Director of Human Resources as outlined in the district's nondiscrimination policy.

LEGAL REF: Wisconsin Statutes 118.13

120.13(I)

111.32(13)

Title IX, Education Amendments of 1972, Chapter 227

Wisconsin Administrative Code P19

CROSS REF: 5517 Anti- Harassment Guideline-Student

APPROVED: April 22, 1996