

PERSONNEL

Sexual Harassment/Intimidation of Personnel
Reporting Procedures

Any person who believes he or she has been the victim of sexual harassment by a student or employee of the School District, or any third person with knowledge or belief of conduct which may constitute sexual harassment should report the alleged acts immediately as set forth in this policy.

1. Employee Reports: Any employee who believes he or she has been the victim of sexual harassment or has knowledge or belief of conduct which may constitute sexual harassment should report the alleged acts to the building principal, or if the alleged acts involve the building principal, to the School District Title IX Coordinator. The report may be verbal or in writing. The use of a formal reporting form is not required. If the building principal receives a written report, the principal shall forward it immediately to the Title IX Coordinator. If the building principal receives a verbal report, the principal shall notify the Title IX Coordinator immediately, reduce the verbal report to written form within twenty-four hours and forward the written report to the Title IX Coordinator. The report or complaint shall not be screened or investigated prior to transmission to the Title IX Coordinator. Failure to forward any sexual harassment report or complaint as provided herein shall result in disciplinary action.
2. Designation of Title IX Coordinator: The School Board hereby designates Karyn Stockdale, P. O. Box 130, 1255 E. Street (District Office), Plummer ID 83851, Telephone: (208) 686-1621, as the School District Title IX Coordinator to receive reports or complaints of sexual harassment as set forth above. If the complaint involves the Title IX Coordinator, the complaint shall be reported instead to the Superintendent.
3. Confidentiality: The School District will respect the confidentiality of the complainant and the individual(s) against whom the complaint is filed as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when the conduct has occurred.

Investigation and Recommendation

Upon receipt of a report or complaint alleging sexual harassment, the Title IX Coordinator shall immediately authorize an investigation. This investigation may be conducted by School District officials or by a third party designated by the School District. The investigator(s) shall provide a written report of the status of the investigation within ten (10) working days to the Superintendent of Schools and the Title IX Coordinator.

In determining whether alleged conduct constitutes sexual harassment the School District should consider the surrounding circumstances, the nature of the sexual advances, relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incidents(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

In addition, the School District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

The School District Title IX Coordinator shall make a report to the Superintendent upon completion of the investigation.

School District Action

1. Upon receipt of a recommendation that the complaint is valid, the School District will take appropriate action.
2. The result of the investigation of each complaint filed under these procedures will be reported in writing to the complainant by the School District. The report will document any disciplinary action taken as a result of the complaint.

Reprisals and Retaliation

The School district will discipline any individual who retaliates against any person who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment complaint. Retaliation includes all forms of intimidation, reprisal or harassment.

Right to Alternative Complaint Procedures

These procedures do not deny the right of any individual to pursue other avenues of recourse, including filing a charge with the Idaho Human Rights Commission, initiating civil action or seeking redress under state criminal statutes and/or federal law.

Sexual Harassment as Sexual Abuse

Under certain circumstances, sexual harassment may constitute sexual abuse under Idaho Code 18-1506. In such situations, the School District will comply with Idaho Code 16-1619, and report the violation to the proper authorities.

Nothing in this procedure will prohibit the School District from taking immediate action to protect victims of alleged sexual abuse.

Discipline

Any School District action taken pursuant to this policy will be consistent with requirements of applicable collective bargaining agreements, Idaho Code, and School District policies. The School District will take such disciplinary action it deems appropriate, including warning, suspension or immediate discharge to end sexual harassment and prevent its recurrence.

**SEXUAL HARASSMENT IS ILLEGAL
AND IS A VIOLATION OF
THE POLICIES OF
PLUMMER-WORLEY JOINT SCHOOL
DISTRICT NO. 44**

Sexual harassment includes sexual touching, graffiti or other written communication of a sexual nature, sexually degrading remarks or jokes, pressure for sexual activity or sexual favors.

If you believe you are a victim of sexual harassment, you have a right to report the harassment and request an investigation. The School District's policy provides that sexual harassment should be reported to a teacher, counselor, the building principal or the School District Title IX Coordinator - Karyn Stockdale, P. O. Box 130, 1157 E. Street (District Office), Plummer ID 83851 - Telephone: (208) 686-1621. State law gives you the right to file a charge of discrimination with the Idaho Human Rights Commission, P. O. Box 83720, Boise ID 83720-0040, Telephone: (208) 334-2873. Both the School District's policy and state law prohibit reprisals or retaliation against you for reporting sexual harassment.