

It is the policy of the district to maintain an environment that is free from harassment. The district, therefore, prohibits acts of discrimination or harassment toward employees on the basis of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability, or genetic information, as required under state and federal laws, rules, and regulations.

All members of the district, including, but not necessarily limited to, the board, the administration, the faculty, the staff, and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment shall consist of unwelcome sexual advances, requests for sexual acts or favors, and other verbal or physical conduct of a harassing nature where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual; or
3. Such conduct has the purpose or effect of substantially interfering with an individual's employment or creates an intimidating, hostile, or offensive employment environment.

Sexual harassment may include, but is not limited to the following:

- unwelcome verbal, written, or electronic harassment or abuse;
- unwelcome pressure for sexual activity;
- unwelcome, sexually motivated or inappropriate patting, pinching, or physical contact, other than necessary restraint of students by teachers, administrators or other school personnel to avoid physical harm to persons or property;
- Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment status or implied or overt promises of preferential treatment with regard to an individual's employment status;
- unwelcome behavior or words directed at an individual because of gender;
- coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;
- coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another;
- threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another;
- graffiti of a sexually offensive nature;
- sexual gestures or jokes; or
- spreading rumors about or rating other individuals as to sexual activity or performance.

Inquiries by employees or applicants for employment regarding complaints of employee harassment shall be directed to the District's Equity Coordinator, Todd Werner, 860 East Oak Street, Monticello, Iowa 52310, 319-465-3000 ex2101, todd.werner@monticello.k12.ia.us, or the District's Affirmative Action Coordinator, Joan Young, High School Principal, 319-465-5963, joan.young@monticello.k12.ia.us, and will be subject to the general grievance procedures (see the [General Grievance Procedure regulation](#)). Formal complaints and informal reports regarding sex discrimination, including sexual harassment, will be subject to the Title IX grievance process (see the Title IX Grievance Procedure regulation). The school district will promptly and reasonably investigate allegations of harassment.

Retaliation against any person, because the person has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding, is prohibited. Individuals who knowingly file false harassment complaints and any person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

It shall be the responsibility of the board members, administrators, licensed and classified employees, students and others having business or other contact with the school district to act appropriately under this policy. It shall be the responsibility of the superintendent and investigator to inform and educate employees or students and others involved with the school district about harassment and the school district's policy prohibiting harassment.

Dates of Revision: 2/8/93; 1/96; 2/96; 8/96; 8/99; 5/03; 9/22/08; 3/23/09; 4/22/13; 4/28/14; 10/26/20

Reviewed: 9/28/15