



**DATE:** January 6, 2020

**TO:** Board of Education

**FROM:** Mrs. Carmen Ghysels, Superintendent Chief Learning Officer

**SUBJECT:** First Read and Proposed Revisions to Board Policy and Administrative Regulation 4119.11/4219.11/4319.11 Sexual Harassment

**PRESENTED BY:** Ms. Joan Zappettini, Director of Human Resources

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### **ACTION REQUESTED**

Review Proposed Revisions and Provide Direction to Bring Back to the Next Regular Board Meeting for Approval

### **BACKGROUND INFORMATION**

#### Sexual Harassment

(BP revised) Policy updated to clarify that, in some instances, it may be necessary to concurrently review a sexual harassment complaint under both the Title IX sexual harassment complaint procedures and the district's procedure reflecting state law, as described in AR 4030 - Nondiscrimination in Employment, in order to meet the applicable timelines. Policy also adds the requirement to provide supportive measures to the respondent as well as the complainant.

#### Sexual Harassment

(AR revised) Regulation updated to add section on "Definitions," including the federal definition of sexual harassment for purposes of applying the Title IX complaint procedures. Section identifying the Title IX Coordinator(s) moved and revised to reference CSBA's AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Section on "Notifications" adds federal requirement to disseminate the district's sexual harassment policy and procedures, along with the name and contact information of the Title IX Coordinator, by posting them in a prominent location on the district's web site and including them in any handbook provided to employees or employee organizations. New section on "Complaint Procedures" references the applicable procedures and the responsibility of the district to take prompt action to stop the sexual harassment, prevent recurrence, and address any continuing effects. Administrative Regulation is provided as information only.

### **PREPARED BY:**

Cynthia Friedli for Joan Zappettini, Director of Human Resources

Attachment: Policy and Regulation