

**PERSONNEL****SERIES 4000****SEX DISCRIMINATION/SEXUAL HARASSMENT****POLICY**

It is the policy of the Region 15 Board of Education to maintain a learning and working environment that is free from sexual harassment and discrimination on the basis of sex. The Board of Education prohibits verbal or physical conduct by a supervisor or co-worker relating to an employee's sex, which has the effect of creating an intimidating, hostile or offensive work environment, unreasonably interfering with the employee's work performance, or adversely affecting the employee's employment opportunities.

The Board authorizes the Administration to develop Administrative Regulations implementing this Policy. All employee complaints of sex discrimination and/or sexual harassment will be investigated promptly in accordance with the procedures set out in such Administrative Regulations. Complaints by students concerning sex discrimination and/or sexual harassment shall be reviewed in accordance with Board Policy 5156 and the related regulations.

**Sex Discrimination** is defined as when an employer refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to his/her compensation, terms, conditions, or privileges of employment on the basis of the individual's sex. Sex discrimination is also defined as when a person, because of his or her sex, is denied participation in, or the benefits of, a program that receives federal financial assistance.

**Sexual harassment** is a form of sex discrimination. While it is difficult to define sexual harassment precisely, it does include any unwelcome conduct of a sexual nature (whether verbal, non-verbal, or physical, including, but not limited to, insulting or degrading sexual remarks or conduct, threats or suggestions) when: (1) Submission to such conduct is made 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 such individual; or (3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. Sexual harassment is prohibited regardless of the sex of the victim or of the harasser.

Although not an exhaustive list, the following are examples of the type

of conduct prohibited by this policy:

1. Unwelcome sexual advances from a co-worker or supervisor, such as unwanted hugs, touches, or kisses;
2. Unwelcome attention of a sexual nature, such as degrading, suggestive or lewd remarks or noises;
3. Dirty jokes, derogatory or pornographic posters, cartoons or drawings; and
4. The threat or suggestion that continued employment advancement, assignment or earnings depend on whether or not the employee will submit to, or tolerate, sexual harassment.

The Board of Education encourages all victims of sex discrimination or sexual harassment, as well as any persons with knowledge of sex discrimination or sexual harassment, to promptly report complaints to appropriate school administrators. Employee complaints of sex discrimination/harassment will be promptly investigated in accordance with procedures set out in the following Administrative Regulations and corrective action taken where appropriate. The district will maintain the confidentiality to the extent appropriate, in accordance with law.

Any infraction of this policy by supervisors or co-workers should be reported immediately to the Title IX Coordinator, the Superintendent, or his/her designee, in accordance with the district's sex discrimination and sexual harassment grievance procedures. Retaliation against any employee for complaining about sex discrimination or sexual harassment is prohibited under this policy and is illegal under state and federal law. Any retaliation will result in disciplinary action against the retaliator. Violations of this policy will not be permitted and may result in disciplinary action, up to and including termination of employment. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties.

Legal References:

- 42 U.C.C. §2000 (e) et seq. (Title VII)
- 29 C.F.R. §1604.11 (EEOC Guidelines on Sexual Harassment)
- 20 U.S.C. §1681- et seq. Title IX)
- 34 C.F.R. § 106 et seq.  
Meritor Savings Bank, FSB v. Vinson, 477 U.S. 57 (1986)
- Connecticut General Statutes §46a-60(a)
- Regs. Conn. State Agencies §§ 46a-54-200 through 46a-54-207
- Constitution of the State of Connecticut, Article I, Section

Adopted: 8 June 1992  
Revision Approved: 14 March 1994  
Revision Approved: 26 October 1998  
Revision Approved: 22 October 2001  
Revision Approved: 11 September 2006

**POMPERAUG REGIONAL SCHOOL DISTRICT 15**

Sex Discrimination/Sexual Harassment Complaint Form  
Policy No. 4154

Date Received in Central Office: \_\_\_\_\_

Please complete:

Complainant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name/s of Alleged Discriminator/Harasser/s: \_\_\_\_\_

Date(s) of Alleged Discrimination/Harassment: \_\_\_\_\_

Statement of the circumstances in which the alleged discrimination/harassment occurred:

Complainant's Signature: \_\_\_\_\_

Complainant's Phone Number: \_\_\_\_\_

Complainant's Address: \_\_\_\_\_

Date signed: \_\_\_\_\_

- For Office Use Only -

Investigative Summary:

cc: File