

Employee Manual Insert

Anti-Harassment

It is the policy of the Ludington Area School District to provide an environment free from harassment, including sex-based harassment. Consistent with Board Policy 5517, the District will investigate all allegations of sex-based harassment or discrimination and discipline or take other appropriate action against any individual who engages in harassment.

District Board Policy 5517 requires that all employees of the District immediately report any incidents of sex-based harassment to:

Randy Fountain
Title IX/Civil Rights Coordinator
Ludington Area Schools
809 E. Tinkham Ave
Ludington, Michigan 49431
Telephone (231) 845-7303
E-mail: rfountain@lasd.net

Employees must also document in writing all complaints of sex-based harassment that they receive or witness.

All other complaints of harassment should be reported to the appropriate building administrator or by following the District chain of command.

Sex-based harassment includes any of the following conduct:

Verbal: unwelcome comments, including the use of derogatory, sexually suggestive, or vulgar language; the use of sexual innuendos; unwelcome advances or repeated requests for dates or sexual favors; threats based on or motivated by a person's sex; demanding or pressuring another individual to submit to sexual requests or advances in order to attain academic or professional achievements or advances; threatening another individual's academic or professional accomplishments or reputation if that individual does not submit to sexual requests or advances; or any other similar behavior.

Visual: subjecting another individual to sexually suggestive, pornographic, or obscene images, text, or cartoons, including by electronic mail, text message, letter, or any other medium; the use of obscene gestures toward or around another individual; leering at another individual; or any other similar behavior.

Physical: unwanted kissing, touching, patting, hugging, pinching, or any other unwanted physical contact; impeding another individual's normal movements;

stalking, assault, or battery based on the victim's sex; any other physical interference with another person based on that person's sex; or any other similar behavior.

Harassment, including sex-based harassment, does not need to include intent to harm an individual, be directed at a specific target, or involve repeated incidents. The District will investigate all reports of harassment, including allegations of harassment or discrimination involving an alleged harasser and victim who are members of the same protected class.

Board Policy 5517 applies to all conduct occurring on District property, at any District-sponsored event, on any District-owned vehicle, or at any event or activity in which students or employees of the District are attending or participating in by virtue of their relationship with the District.

All employees are bound by and expected to understand Board Policy 5517, which further addresses sex-based harassment and discrimination. The failure of any employee to abide by the requirements of Board Policy 5517 will result in discipline, up to and including termination.

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