

PERSONNEL

Sexual Harassment

The District shall provide employees an employment environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct, or communications constituting sexual harassment as defined and otherwise prohibited by State and federal law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (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 such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes verbal or physical conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances. A violation of this policy may result in discipline, up to and including termination. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action, up to and including termination.

Reporting procedure: Employees who believe they are being subjected to sexual harassment by anyone connected with their work should report the matter promptly to their immediate supervisor or to the first level supervisor who is not involved in the alleged harassment or to the Helena Public School's Title IX/EEO officer.

Initiating a complaint of sexual harassment shall not adversely affect the complainant's employment, compensation, or work assignments.

Legal References:	42 USC § 2000(e) et seq.	Title VII of Civil Rights Act
	§ 49-2-101, et seq. MCA	Human Rights Act
	§ 49-1-102, MCA	Freedom from discrimination
	§ 49-3-201, MCA et seq	Governmental Code of Fair Practices

Cross References: 1085 Uniform Grievance Procedure

Policy History:

Adopted on: 8.13.2013

Revised on: