

The Guilderland Board of Education and the school district administration are committed to providing a safe educational environment, free of harassment, for students and staff.

This brochure is meant to provide our students with an overview of the district's policy on harassment. This policy prohibits discrimination and other types of harassment including verbal and non-verbal conduct related to race, color, gender, creed, religion, national origin, disability, age, sexual orientation or marital status. Violations of this policy should be reported immediately to a teacher or administrator. Copies of this policy are available at the District Office and at all schools.

Please review this brochure and discuss it with your parents. You can direct any questions to your principal, health teacher, social worker or guidance counselor.

If you would like a copy of the complete district policy on sexual harassment, which includes instructions on filing informal and formal complaints, call the district's Title IX Officer, Lin Severance, at 456-6200 ext. 3117. She is located in the District Office at 6076 State Farm Road in Guilderland.

For more information, or to report an incident of sexual harassment, please contact:

At Guilderland High School:

- SCHOOL SOCIAL WORKER
- SCHOOL COUNSELOR
- HEALTH TEACHER

At Farnsworth Middle School:

- SCHOOL SOCIAL WORKER
- SCHOOL COUNSELOR
- HEALTH TEACHER

At any elementary school:

- SCHOOL SOCIAL WORKER

A COMPLETE LISTING OF ALL GUILDERLAND CENTRAL SCHOOL DISTRICT SCHOOL STAFF MEMBERS MAY BE FOUND ONLINE AT:

www.guilderlandschools.org

Additional contacts:

Lin Severance, *Assistant Superintendent for Human Resources & Title IX Officer*, (518) 456-6200 ext. 3117

or

Demian Singleton, *Assistant Superintendent for Instruction*, (518) 456-6200 ext. 3119

Guilderland District Office

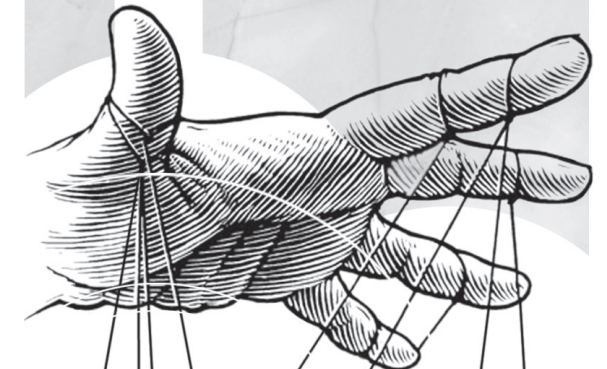
6076 State Farm Road
Guilderland, NY 12084

AN INFORMATION GUIDE

for students

on recognizing

and dealing with



SEXUAL Harassment



Guilderland
CENTRAL SCHOOL DISTRICT

Last updated: October 2008



What is sexual HARASSMENT?

Sexual harassment is a form of sex discrimination and is therefore a violation of the state and federal laws that prohibit discrimination based on sex.

Sexual harassment is generally defined as unwelcome behavior of a sexual nature. Such behavior can include sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature. It is sexual harassment when:

- It is either stated or implied that submitting to such unwelcome behavior is required as part of your education or employment; or
- Decisions affecting your education or job are based upon whether or not you submit to or reject the behavior; or
- The behavior interferes with your academic or work performance, or creates an intimidating, hostile or demeaning environment in school or at work.

Is it sexual harassment OR JUST FLIRTING?

Some distinctions:

FLIRTING	SEXUAL HARASSMENT
Feels good	Feels bad
Wanted	Unwanted
Flattering	Demeaning
Reciprocal	One-sided
Attraction	Power

The presence of sexual harassment does not only depend upon what the harasser meant or intended. It also depends upon how the victim perceives or is affected by the unwanted behavior.

Sexual harassment can be started by a male or a female, by other students as well as adults, or by any individual who might come into contact with students on school grounds or at school-sponsored activities. It can be directed toward a person of either the opposite or the same sex.

What can I do

if I am being SEXUALLY HARASSED?

Tell an adult. Sexual harassment is a form of bullying. Students of the Guilderland Central School District who feel they have been sexually harassed should report the incident to their teacher, assistant principal, house principal, principal, supervisor, social worker, school counselor, or the district Title IX Officer, Lin Severance.

Complaints should be made immediately after the sexual harassment takes place; however, a complaint submitted at any time will be dealt with when received.

When sexual harassment is reported, the goal is to make it stop. There are a variety of things that can be done through a plan to make the harassment stop.

Incidents of sexual harassment may be pursued through informal intervention and mediation, or through the filing of an informal or formal complaint. All conversations are kept confidential to the extent permitted by law. If the student is a minor, parents will be notified and may be involved in a resolution.

Types of HARASSMENT:

There are four general types of sexual harassment:

1 Verbal

Unwanted and unwelcome:

- Comments about body parts or rating someone's body
- Sexual suggestions or threats
- Spreading sexual rumors or stories
- Sexual jokes
- Conversations that are too personal
- Insulting comments about sexual orientation

2 Visual

Unwanted and unwelcome:

- Staring or pointing at a person's body in a way that is too personal
- Displaying obscene sexual material or placing it in someone's locker or computer
- Writing a person's name along with sexual remarks, suggestions or drawings in public places
- Making obscene gestures

3 Physical

Unwanted and unwelcome:

- Grabbing or touching in a sexual way
- Tearing or pulling at a person's clothing
- Purposely bumping or brushing against someone
- Kissing or holding a person against his or her will
- Preventing someone from moving freely

4 Job endangerment

- Threats of discipline based upon demands for sexual favors

Sources: New York State Occupational Equity Center; Sexual Harassment: AFT Resource Guide