

Section 5000 – Personnel

5035-R Discriminatory Harassment of Employees or Applicants

5035-R

Any complaint of discriminatory harassment or discrimination as defined by Policy 5035 shall be immediately investigated according to the following steps:

Step I:

A written statement of the complaint signed by the complainant shall be submitted to the Civil Rights Coordinator. The coordinator shall investigate the complaint or send the complaint to the appropriate administrator for investigation and reply in writing to the complainant typically within 15 business days; however, more complex cases may require additional time.

Step II:

If the complainant wishes to appeal the decision of the Civil Rights Coordinator, that person may submit a signed appeal to the Superintendent within five business days after receipt of the Civil Rights Coordinator's response. The Superintendent shall review the documentation, and may meet with all parties involved, attempt to arrive at a solution, and respond in writing to the complainant within ten business days. The Superintendent's decision is final.

Upon completion of, or at any point in the process, complainants have the right to file a complaint with the Michigan Department of Civil Rights, the Equal Employment Opportunity Commission or the Office for Civil Rights, US Department of Education.

Sexual Harassment and Intimidation

Complaints of sexual harassment are governed by Policy 5037 and Rules 5037

Sanctions

- a. A substantiated charge against a District employee shall subject that staff member to disciplinary action, up to and including discharge.
- b. A substantiated charge against a Board member shall subject that Board member to any legal and disciplinary action allowed under current law.

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Rules Revised: November 8, 2021

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