

North Orange County Regional Occupational Program
SEXUAL HARASSMENT
ROP BP 4119.11
4219.11
4319.11

BP 4119.11, 4219.11, 4319.11 (a)

Policy

All Personnel

The following policy shall apply to all ROP employees, job applicants, and other persons with an employment relationship with the ROP.

The ROP is committed to providing employees a working environment that is free from harassment and intimidation. In order to achieve this end, the Board prohibits sexual harassment of ROP employees and retaliatory action or behavior against any person who complains, testifies or otherwise participates in the complaint process pursuant to Board policy and administrative regulations.

Sexual harassment includes, but is not limited to, harassment that is based on the sex, gender, gender identify, gender expression, or sexual orientation of the victim and harassment based on pregnancy, childbirth, or related medical conditions.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and dissemination the ROP's sexual harassment policy to employees and others to whom the policy may apply
3. Ensuring prompt, thorough, fair, and equitable investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

The Superintendent or designee shall periodically evaluate the effectiveness of the district's strategies to prevent and address the harassment. Such evaluation may involve conducting regular anonymous employee surveys to assess whether harassment is occurring or is perceived to be tolerated partnering with researchers and other agencies with the needed expertise to evaluate the district's prevention strategies, and using any other effective tool for receiving feedback on systems and/or processes. As necessary, changes shall be made to the harassment policy, complaint procedures, or training.

Revised: February 10, 2021
Adopted: April 22, 1992

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BP 4119.11, 4219.11, 4319.11 (b) Sexual Harassment Reports and Complaints

Employees who feel that they have been sexually harassed in the performance of their ROP responsibilities or who have knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to their direct supervisor, administrator or the ROP's Title IX Coordinator. Employees may bypass their supervisor in filing a complaint if the supervisor is the subject of the complaint. A supervisor or administrator who receives a harassment complaint shall promptly notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint is addressed through either AR 4119.12/4219.12/4319.12 – Title IX Sexual Harassment Complaint Procedures for complaints meeting the Title IX definition of sexual harassment or AR 4030 – Nondiscrimination in Employment for complaints meeting the state definition, as applicable, and shall offer supportive measures to the complainant. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 4119.12-4219.12-4319.12 concurrently meets the requirements of AR 4030.

Upon investigation of a sexual harassment complaint, any ROP employee found to have engaged or participated in sexual harassment or to have aided, abetted, incited, compelled, or coerced another to commit sexual harassment in violation of this policy shall be subject to disciplinary action, up to and including dismissal, in accordance with law.