

## **SAN MARINO UNIFIED SCHOOL DISTRICT Student Nondiscrimination and Sexual Harassment Policy**

### **NOTICE OF STUDENT NONDISCRIMINATION**

San Marino Unified School District is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination by reason of the following actual or perceived characteristics: actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color and mental or physical disability, nationality, age, creed, or marital status, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. Discrimination is also prohibited based on a student's actual or perceived potential parental, family, or marital status. Students who violate this policy may be subject to discipline, up to and including expulsion, in accordance with District policy, administrative procedure and state law. Employees who violate this policy shall be subject to discipline up to and including dismissal. Any disciplinary action shall be in accordance with applicable federal, state and/or collective bargaining agreements.

### **STUDENT SEXUAL HARASSMENT POLICY**

San Marino Unified School District is committed to making the schools free from sexual harassment and discrimination. Sexual harassment is a form of sex discrimination under Title IX of the Education Amendments of the Civil Rights Act of 1972 and is prohibited by both federal and state laws. The District prohibits sexual harassment of students by other students, employees or other persons, at school or at school sponsored or school related activities. Sexual harassment is defined in Education Code to mean unwelcome sexual advances; requests for sexual favors; or verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting. The Superintendent or his/her designee shall ensure that District students receive age appropriate instruction about their rights to be free from sexual harassment, the District procedure for reporting and investigating complaints of sexual harassment including with whom a complaint should be filed. The District prohibits conduct that has the purpose or effect of having a negative impact on the individual's work or academic performance, or that is sufficiently severe, persistent, or pervasive to create an intimidating, hostile, or offensive educational environment. The District further prohibits sexual harassment that conditions a student's status, progress, benefits, services, honors, program or activities based on submission to such conduct. Any student who feels that he/she is being, or has been, sexually harassed by a school employee, another student, or a non-school employee at school or at a school related event, shall immediately contact his/her teacher or any other District employee. An employee who receives such a complaint shall report it in accordance with administrative procedures. Employees who violate this policy shall be subject to discipline up to and including dismissal. Any disciplinary action shall be in accordance with applicable federal and state laws and/or collective bargaining agreements. Students who violate this policy may be subject to discipline, up to and

including expulsion, in accordance with District policy, administrative procedure and state law. The District believes that it can resolve issues of harassment and discrimination at the school site.

## **TO FILE A FORMAL DISCRIMINATION OR SEXUAL HARASSMENT COMPLAINT**

### **1. Filing a complaint:**

A written complaint may be filed by a student or parent/guardian. Individuals with limited English language skills or those with disabilities may request District assistance to submit a written complaint. Remedies available outside of the District are accessible by contacting the State Department of Education's Office for Equal Opportunity and the US Department of Education's Office of Civil Rights.

### **2. Investigation:**

San Marino Unified School District will immediately undertake an effective, thorough, and objective investigation of the harassment and/or discrimination allegations and provide a written report within sixty (60) days from the date the complaint is filed. The Superintendent or his/her designee shall ensure that any complaint received is investigated in accordance with district administrative procedures and that school personnel take immediate steps to intervene, when safe to do so, when they witness any act of harassment.

### **3. Action:**

When an allegation of sexual harassment is validated by the investigation and disciplinary action is necessary, the Superintendent will determine the appropriate course of action, to prevent reoccurrence and follow up with the harassed student, depending upon whether the harasser is a student, staff member or agent of the District. If the complaint of sexual harassment is validated the Superintendent and/or designee shall take prompt, appropriate action to end the harassment and to address the effects on the victim. The person filing the complaint may also pursue action in civil court. The District prohibits retaliation against any person who complains, testifies, assists or participates in District complaint procedures. A student who has a complaint of sexual harassment or discrimination shall immediately contact his/her teacher, an administrator or any other District employee. If the complaint cannot be resolved, or at any time the student may contact:

Linda de la Torre,  
Title IX Coordinator  
San Marino Unified School District  
1665 West Drive  
San Marino, CA 91108  
[hrtorre@smusd.us](mailto:hrtorre@smusd.us)

For questions or additional information, call 626.299.7000, ext. 1311