

as to have the purpose or effect of: creating an intimidating hostile, or offensive environment; substantially or unre performance, opportunities, benefits, or well-employment or educational opportunities.

Harassment can include unwelcome verbal, written, or physical conduct which offends, denigrates, or belittles an individual because of his/her membership in a protected class. Such conduct includes, but is not limited to: derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting, or the display or circulation of written materials or pictures.

Civil Rights Compliance Officer

The District will designate one or more individuals to serve as a Civil Rights Compliance Officer. The Civil k # \) carry out its responsibilities regarding non-discrimination and anti-harassment, including investigations of complaints alleging discrimination, harassment, or the failure of the District to comply with its obligations under relevant non-discrimination and anti-harassment laws and regulations (e.g., the Americans with Disabilities Act, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973).

Prior to the beginning of each school year, the District shall issue an appropriate public announcement or publication which advises students, parents/guardians, employees and other relevant individuals of) harassment. Included in such announcement or publication will be the name, address, telephone number, and email address

discrimination or harassment, or has knowledge of an occurrence of discrimination or harassment, may file a complaint with his/her immediate supervisor, the school principal or other individual in charge of

allegations of discrimination and/or harassment. If the Civil Rights Compliance Officer is the individual suspected of engaging in discrimination or harassment, the complaint will be directed to another Civil Rights Compliance Officer, if the District has designated an additional individual to serve in such capacity, or to the Superintendent.

The District recognizes that discrimination and harassment of students is a sensitive issue and that students may choose to inform any trusted staff member of suspected discrimination or harassment. Staff members who receive such complaints will immediately inform the Civil Rights Compliance Officer. Where appropriate, the Civil Rights Compliance Officer may seek the assistance of the relevant Dignity Act Coordinator in investigating, responding to, and remedying student complaints of discrimination and/or harassment.

Complaints of discrimination and/or harassment may be made verbally or in writing. Complainants will be encouraged to fill out a complaint form provided by the District. The District will, however, investigate all complaints of discrimination and/or harassment regardless of the form in which those complaints are made. Victims and/or witnesses should attempt to provide as much detail as possible when making such complaints.

2) Where appropriate, the District may appoint legal counsel or other appropriate third parties to participate in the investigation of a complaint. The appointment of such individuals or entities does not

3) Within three (3) business days of receiving the complaint, the Civil Rights Compliance Officer will notify the complainant, in writing, that his/her complaint has been received. The designated Civil Rights

complaints of discrimination and/or harassment will vary depending upon the scope and complexity of the matter, it is anticipated that most reports will be submitted within approximately twenty-five (25) to thirty (30) calendar days from the receipt of the complaint.

6) The Civil Rights Compliance Officer, or the individual or entity assigned to investigate the allegations of discrimination and/or harassment, will inform the Superintendent if extenuating circumstances require more than thirty (30) calendar days for the investigation to be completed. Written notification will also be provided to all parties regarding the need for additional time.

7) Within twenty (20) to thirty (30) days after the written report is sent to the Superintendent, the not discrimination and/or harassment occurred. If complainant and the accused disagree with the

locations and/or school publications.

This policy should not be read to abrogate other District policies and/or regulations or the District Code of Conduct prohibiting other forms of unlawful discrimination, harassment, and/or inappropriate behavior within this District. It is the intention of the District that all such policies and/or regulations be read consistently to provide protection from unlawful discrimination and harassment. However, different treatment of any individual which has a legitimate, legal and nondiscriminatory reason shall not be considered a violation of District policy.

Age Discrimination in Employment Act, 29 USC Section 621
Americans with Disabilities Act, 42 USC Section 12101 et seq.
Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.
Title VI of the Civil Rights Act of 1964, 42 USC Section 2000d et seq.
Title VII of the Civil Rights Act of 1964, 42 USC Section 2000e et seq.
Title IX of the Education Amendments of 1972, 20 USC Section 1681 et seq.
Education Law Section 2801(1)
Executive Law Section 290 et seq.

Adoption Date 01282021

Harassment Complaint Form
City School District of the City of Niagara Falls
(District Human Resources Office)

Please complete the Harassment Complaint Form and forward, with supporting documentation as

____ Sex, gender ____ Marital Status

____ Sexual Orientation ____ Partnership Status

____ Sexual Harassment ____ Military/Veteran Status

____ Religion ____ Age

____ Other Harassment ____ Retaliation

Description of alleged harassment/discrimination incident: (If available and pertinent to this claim attach documentation i.e. emails, letters, notes, text messages, phone records, recordings, videos, etc.)

Date and place of violation(s): _____

Witnesses (if any) or others who should be contacted with knowledge important to this investigation, including contact information for each: _____

Others you may discussed this complaint/incident with, including contact information for each:

Has this incident/discrimination been previously reported: [] Y..

When: _____

Describe the remedy, outcome or resolution: _____

Remedy sought by complainant: _____

Date Signature of Complainant

NOTE: Refer also to Policies

#6121 -- Sexual Harassment of District Personnel

#6122 -- Complaints and Grievances by Employees

#7550 -- Complaints and Grievances by Students

#7551 -- Sexual Harassment of Students

Adopted: 2/23/12, Revised September 2018