



Grossmont Union High School District Operational Bulletin

Date: October 31, 2008
No.: OB-(09)-(21)

Title: Annual Training regarding Sexual Harassment and Discrimination Policies

Routing:
Cabinet
Principals
Managers
Supervisors

Issuing Department: Human Resources

Reference: AR4119.11, BP 4119.11, AR1312.1, BP1312.1, BP 1312.3, Annual Employee Notification

Summary: In order to ensure every employee understands the District's policies and procedures regarding Sexual Harassment and Nondiscrimination, as well as the District's Complaint policies and procedures, annual training will be conducted for every employee.

The Grossmont Union High School District is committed to providing a workplace free from harassment and discrimination. There will be no tolerance for sexual, racial, or otherwise harassing or demeaning behavior or remarks by any employee. As such, the following directive is issued to Administrators and Supervisors:

- Administrators and Supervisors will conduct employee training, at least annually, whereby they will review with all staff members the policies, procedures, reporting requirements and seriousness which these matters are to be dealt with. Human Resources will provide training to Administrators.
- Administrators and Supervisors shall document the training provided and will provide such documentation to the Human Resources department, listing those in attendance at said training, by September 1 of each school year.

For questions regarding the information contained in this bulletin, please contact Steve Sonnich at 644-8019.

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