



# AGRA PUBLIC SCHOOLS

PO Box 279, Agra, Oklahoma 74824

[www.agra.k12.ok.us](http://www.agra.k12.ok.us)

Mrs. Anita Watkins, PhD  
Elementary Principal  
Ph 918.375.2261  
Fax 918.375.2263  
[awatkins@agra.k12.ok.us](mailto:awatkins@agra.k12.ok.us)

Mr. Jeff Kelly  
Superintendent  
Ph 918.375.2261  
Fax 918.375.2263  
[jkelly@agra.k12.ok.us](mailto:jkelly@agra.k12.ok.us)

Mr. Albert May  
JH/HS Dean of Students  
Ph 918.375.2261  
Fax 918.375.2260  
[amay@agra.k12.ok.us](mailto:amay@agra.k12.ok.us)

September 17, 2022

## Title IX

District Coordinator.....Jeff Kelly

Investigator and Decision Makers.....See attached policy

Contact Information.....See above information

Sincerely,

Jeff Kelly  
Superintendent  
Agra Public Schools

*The Little School That Could*



*Agra Does!*

## **HARASSMENT**

The policy of this school district forbids discrimination against any employee or applicant for employment on the basis of sex. The Agra Board of Education will not tolerate sexual harassment by any of its employees. This policy applies to non-employee volunteers whose work is subject to the control of school personnel.

### General Prohibitions

#### **1. Unwelcome Conduct of a Sexual Nature**

- A. Conduct of a sexual nature may include verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented "kidding" "teasing," double meanings, and jokes.
- B. Verbal or physical conduct of a sexual nature may constitute sexual harassment when the allegedly harassed employee has indicated, by his or her conduct, that it is unwelcome.
- C. An employee who has initially welcomed such conduct by active participation must give specific notice to the alleged harasser that such conduct is no longer welcome in order for any such subsequent conduct to be deemed unwelcome.

#### **2. Sexual Harassment**

For the purpose of this policy, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment if:

- A. Submission to the conduct is made either an explicit or implicit condition of employment;
- B. Submission to or rejection of the conduct is used as a basis for an employment decision affecting the harassed employee; or
- C. The conduct substantially interferes with an employee's work performance, or creates an intimidating, hostile, or offensive work environment.

### Specific Prohibitions

#### **1. Administrators and Supervisors**

- A. It is sexual harassment for an administrator or supervisor to use his or her authority to solicit sexual favors or attention from subordinates when the subordinate's failure to submit will result in adverse treatment, or when the subordinate's acquiescence will result in preferential treatment.
- B. Administrators and supervisors who either engage in sexual harassment or tolerate such conduct by other employees shall be subject to sanctions, as described below.

**SEXUAL HARASSMENT (Cont.)**
**2. Non-administrative and Non-supervisory Employees**

It is sexual harassment for a non-administrative and non-supervisory employee to subject another such employee to any unwelcome conduct of a sexual nature. Employees who engage in such conduct shall be subject to sanctions as described below.

**Report, Investigation, and Sanctions**

1. It is the express policy of the board of education to encourage victims of sexual harassment to come forward with such claims. This may be done through the Employee Grievance policy.
  - A. Employees who feel that administrators or supervisors are conditioning promotions, increases in wages, continuation of employment, or other terms or conditions of employment upon sexual favors, are encouraged to report these conditions to the appropriate administrator. If the employee's direct administrator or supervisor is the alleged offending person, the report will be made to the next higher level of administration or supervision, unless it is the superintendent who is the alleged offender. In which case, the complaint shall be referred to the board president.
  - B. Employees are also urged to report any unwelcome conduct of a sexual nature by supervisors or fellow employees if such conduct interferes with the individual's work performance or creates a hostile or offensive working environment.
  - C. Confidentiality will be maintained; however, absolute confidentiality cannot be guaranteed because of due process concerns that arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.
2. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
3. Any employee found to have engaged in sexual harassment shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

**REFERENCE: Title VII of the Civil Rights Act of 1964**

**29 CFR §1604.1, et seq.**

**34 CFR Part 106**

**20 USC §§1681-1688**

**29 USC §794**

**42 USC §§2000d-2000d-7**

**42 USC §§2000e-2000e-17**

**42 USC §2000e-2**

**NONDISCRIMINATION**

The Agra Board of Education is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, alienage, handicap, or veteran status. This policy will prevail in all matters concerning staff, events, students, the public, employment, admissions, financial aid, educational programs and services, facilities access, and individuals, companies, and firms with whom the board does business. Racial discrimination shall include racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward an employee, a student or a visitor.

The board directs the superintendent of schools to prepare necessary rules, regulations, and procedures to insure that all local, state, and federal laws, regulations, and guidelines are followed.

The following statement will be included in all course announcements, bulletins disseminated to all students, materials used for recruiting or describing programs and training, application or enrollment forms, brochures, and catalogs:

"The Agra Board of Education does not discriminate on the basis of disability, race, color, religion, national origin, sex, age, or veteran status."

When an open forum is created whereby non-curricular groups are allowed to meet on school premises Boy Scouts and other designated youth groups will have equal access.

Inquiries concerning application of this policy may be referred to the superintendent who is the Title IX/504/ADA Compliance Coordinator.

Agra Public Schools  
District

112 South Main  
Street Address

918-375-2261  
Telephone

Agra, OK 74824  
City, State, Zip

**REFERENCE:** Oklahoma Constitution, Article 1, Section 6  
Title 6, Title 7, Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972  
Executive Order 11246, as amended by Executive Order 11375  
Equal Pay Act, as amended by the Education Amendments of 1972  
Rehabilitation Act of 1973, §504  
Education for All Handicapped Children Act of 1975  
Immigration Reform and Control Act of 1986  
Americans With Disabilities Act of 1990, 42 U.S.C. §12101  
Individuals With Disabilities Education Act, 20 USC §1400, et seq.

## **GRIEVANCE PROCEDURE GENDER DISCRIMINATION**

It is the policy of the Agra Board of Education that the superintendent shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as it pertains to prohibition of gender discrimination in education, and shall prepare a regulation governing gender discrimination grievance procedures.

The board shall appoint on a periodic basis a gender discrimination grievance committee that shall consist of an administrator, a parent, and a member of the certified teaching staff.

## **SEXUAL HARASSMENT OF STUDENTS**

The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Agra Board of Education will not tolerate sexual harassment by any of its employees or students. This policy applies to all students and employees including non-employee volunteers whose work is subject to the control of school personnel. Policy DA applies to sexual harassment of employees.

### **1. Sexual Harassment**

For the purpose of this policy, sexual harassment includes:

- A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented "kidding" "teasing," double meanings, and jokes.
- B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
- C. Writing graffiti that names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
- D. Any of the aforementioned conduct that effectively deprives a student of access to educational opportunities or benefits provided by the school.

### **2. Specific Prohibitions**

#### **A. Administrators and Supervisors**

- 1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
- 2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.
- 3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

**SEXUAL HARASSMENT OF STUDENTS (Cont.)****3. Report, Investigation, and Sanctions**

- A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.
1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
  2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns that arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.
- B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
- C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
- D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.
- E. A copy of this Sexual Harassment policy will be provided to students and parents each year.
- F. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

**REFERENCE: Title VII of the Civil Rights Act of 1964**  
**42 U.S.C. §2000e-2**  
**29 C.F.R. §1604.1, et seq.**