

Procedure for Reporting Discrimination, Harassment and Bullying

The Wilson County Schools Board of Education believes that all employees and students should be free of unlawful discrimination, harassment, and bullying as a part of a safe, orderly, caring and inviting working and learning environment as evidenced by adopting Policy 3037, 4037, 6904 & 8311. The board commits itself to nondiscrimination in all its educational and employment activities. The board expressly prohibits unlawful discrimination, harassment or bullying, including on the basis of race, color, national origin, sex, pregnancy, religion, age or disability. The board also prohibits retaliation against an employee or student who has exercised any rights made available through state or federal law, including prohibiting retaliation for reporting violations of this policy. Any violation of this policy is considered a serious violation and appropriate action will be taken in response to a violation.

Students and employees are encouraged to submit any complaints of discrimination, harassment or bullying by obtaining the ***Wilson County Schools Formal Complaint Form*** from their principal/supervisor's office, which should be their first point for notification.

Listed below are the school system's contacts for **discrimination reports** if the complaint is not resolved at the school or site level:

- Title IX Coordinator (sex discrimination) Ex. Director Secondary Education
Central Office
(252) 399-7779

- Section 504 Coordinator (disability discrimination) Ex. Director Secondary Education
Central Office
(252) 399-7779

- ADA Coordinator (disability discrimination) HR Specialist Employee Support
Central Office
(252) 399-7752

Discrimination complaints not resolved at the coordinator's level, and harassment and/or bullying complaints not resolved at the school or site level, should be referred to:

Executive Director of Human Resource Services
117 N. Tarboro Street
Wilson, North Carolina 27893
(252) 399-7815