



## **NOTICE TO ALL EMPLOYEES:**

The Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of race, color, national origin, ancestry, religious creed, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, and actual or perceived sexual orientation, at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Unlawful discrimination or harassment of an individual includes: Slurs, epithets, threats or verbal abuse. Derogatory or degrading comments, descriptions, drawings, pictures or gestures. Unwelcome jokes, stories, teasing or taunting. Any other verbal, written, visual or physical conduct against the individual which: Adversely affects his/her employment opportunities, or has the purpose or effect of unreasonably interfering with his/her work performance or creating an intimidating, hostile or offensive work environment

Any employee or job applicant who feels that he/she has been or is being unlawfully discriminated against or harassed should immediately contact his/her supervisor or Mark A. Bryant, Assistant Superintendent of Personnel Services, at (661) 948-7655 ext 216, AVUHSD 44811 Sierra Highway, Lancaster, CA 93534 in order to obtain procedures for reporting a complaint.

Such complaints shall be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment. An employee may bypass his/her supervisor when the supervisor is the alleged offender.

**DISCRIMINATION IN THE WORKPLACE  
WILL NOT BE TOLERATED!**