**MEMORANDUM**

**To:** Dr. Maria Brown, Chairperson

Karen Byrd

Jesse Parks

Julia Pile

Dr. Tiffany Schussler

**From:**  Matthew Rigg, Director of Human Resources

**Date:** February 2, 2021

**RE:** Second Reading - Revision to Board Policy 03.162 – Harassment/Discrimination

At the recommendation of attorney Gerry Dusing, the District presents a proposed change to Board Policy 03.162 – Harassment/Discrimination. This is the second reading of the proposed policy revision, and no changes to policy language have occurred from the first reading.

The proposed change adds language to clarify the computation of days when considering the deadline for complying with all time-bound elements of this policy.

I recommend the Board approve the revision to Board Policy 03.162 – Harassment/Discrimination as presented.