

Series 4000 – Personnel – Certified & Non-Certified

2. Non-Certified Personnel

A. Permanent Personnel

(1) Recruitment and Selection

(a) Affirmative Action: Equal Employment Opportunities

Consistent with the mandates of Federal Law and state statutes it shall be the policy of the Suffield Board of Education not to permit unlawful discrimination on the basis of race, color, religion, age, sex, sexual orientation, marital status, physical disability or national origin in establishing and implementing hiring and employment practices and in establishing and providing educational programs and activities.

No advertisement of employment opportunities may by intent or design restrict employment based upon discrimination as defined by law.

In order to ensure continued implementation of the policy pertaining to non-discrimination, the Superintendent of Schools shall supervise and coordinate the conduct of an evaluation of all existing employment and educational programs and practices. Complaints alleging unlawful discrimination of the above shall be filed in writing with the Superintendent of Schools who shall himself/herself, or through a designee, investigate the complaint. The Superintendent will render a decision in writing within thirty (30) days.

If the complainant is not satisfied with the decision of the Superintendent of Schools, the complainant may appeal to the Board of Education within ten (10) days of receipt of the decision of the Superintendent. Such an appeal shall be filed in writing with the Superintendent of Schools in his/her capacity as the Executive Agent of the Board of Education.

If it deems necessary, the Board of Education shall hold a hearing to gather additional information. The Board of Education shall render a decision on any such appeal, in writing, within twenty (20) days of its being filed, or if a hearing should be held, within twenty (20) days of the conclusion of such hearing.

Legal Reference: Connecticut General Statutes
 10-153 Discrimination on account of marital status.
 46a-60 Discriminatory employment practices prohibited.
 Title VII, Civil Rights Act 42 U.S.C. 2000e, et seq.
 PA 91-58 An act concerning discrimination on the basis of sexual orientation.

Policy adopted: November 16, 1999
 Policy revised: November 18, 2008

SUFFIELD PUBLIC SCHOOLS
 Suffield, Connecticut