

Board Policy

Code No. 401.1

EQUAL EMPLOYMENT OPPORTUNITY

The Bettendorf Community School District will provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action laws, directives and regulations of federal, state, and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. The school district will take affirmative action in major job categories where women, men, minorities and persons with disabilities are underrepresented. Employees will support and comply with the district's established equal opportunity and affirmative action policies. Employees will be given notice of this policy annually.

The Board will appoint an Affirmative Action Coordinator. The Affirmative Action Coordinator will have the responsibility of drafting the affirmative action plan. The affirmative action plan will be reviewed by the Board at least every two years.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the Board, administration, and Iowa Department of Education for the position for which they apply. In employing individuals, the Board will consider the qualifications, credentials, and records of the applicants without regard to race, color, creed, sex, national origin, religion, age, sexual orientation, gender identity, or disability. In keeping with the law, the Board will consider the veteran status of applicants.

Prior to a final offer of employment for any teaching position, the school district will perform the background checks required by law. The district may determine on a case-by-case basis that, based on the duties, other positions within the district will also require background checks. Based upon the results of the background checks, the school district will determine whether an offer will be extended. If the candidate is a teacher who has an initial license from the BOEE, then the requirement for a background check is waived.

Advertisements and notices for vacancies within the district will contain the following statement: "The Bettendorf Community School District is an EEO/AA employer." The statement will also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, will be directed to the Affirmative Action Coordinator by writing to Mike Raso, Affirmative Action Coordinator, Bettendorf Community School District, P.O. Box 1150, Bettendorf, Iowa 52722; or by telephoning 563-359-3681.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed to the Director of Region VII Office of Civil Rights, US Department of Education, 310 W. Wisconsin Avenue, Suite 800, Milwaukee, Wisconsin 53203-2292, (414) 291-1111 or the Iowa Civil Rights Commission, 400 E 14th Street,

Des Moines, IA 50319-1004, (515) 281-4121 or 1-800-457-4416. This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal References: 29 USC §§ 621-634 (2006)
42 USC §§ 2000e et seq. (2006)
42 USC §§ 12101 et seq. (2006)
Iowa Code §§ 19B; 20; 35C; 73; 216; 279.8;
281 IAC 12.4; 95.
28 IAC 14.1; 2000.

Cross Reference: 104 Anti-Bullying/Harassment
405.3 Licensed Employee Qualifications, Recruitment, Selection
411.2 Classified Employee Qualifications, Recruitment, Selection
602.3 Equal Education Opportunity

Approved: August 21, 1989

Reapproved: February 20, 2001
May 20, 2002
February 17, 2004
January 15, 1996
February 2, 1998
February 20, 2001
May 20, 2002
December 4, 2006
August 6, 2007
January 11, 2010
May 2, 2011

Revised: September 16, 1991
December 21, 1992
May 1, 1995
December 4, 2006
August 6, 2007
February 17, 2009
January 11, 2010
May 2, 2011