

EQUAL EMPLOYMENT OPPORTUNITY

The personnel policies, procedures, and practices of the Topeka Public Schools shall be administered to provide equal employment opportunities for all applicants and employees. The district shall comply with all applicable state and federal laws and regulations prohibiting employment discrimination, and all contractors and vendors shall be requested to do likewise.

The superintendent of schools is responsible for the implementation and enforcement of this policy. The superintendent shall designate an administrator in the human resources department to be the Equal Employment Opportunity/Affirmative Action Officer. The EEO/AA Officer shall continually analyze the district personnel system and monitor recruitment selection, promotion, transfer, and termination procedures to eliminate any discriminatory practices. The EEO/AA Officer shall also develop and gather statistical data and make reports as required by law.

The superintendent shall appoint the Superintendent's Council and any other persons to provide advice to the superintendent on the district's personnel objectives.

The district shall develop and maintain an Affirmative Action Plan, including policy statements by the Board of Education and the superintendent, designed to achieve the legal requirements of this policy. The Affirmative Action Plan shall be reviewed and revised as necessary. The EEO/AA Officer shall have primary responsibility for the review and revision of the plan, including the development and reporting of statistical data as needed.

The U.S. Equal Employment Opportunity Commission (EEOC) provides investigation and mediation services to enforce federal laws governing public employment. The Kansas City Area Office of the EEOC may be contacted at: Gateway Tower II, 400 State Ave., Suite 905, Kansas City, KS 66101, 1-866-669-4000 (toll free), or via the internet at www.eeoc.gov.