Code No. 401.1

EQUAL EMPLOYMENT OPPORTUNITY

The Treynor 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 utilize affirmative action standards which are based on the population of the district community, the student population served, or the individuals who can reasonably be recruited. Employees will support and comply with the district's established equal employment 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 for 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, sexual orientation, age or disability. In keeping with the law, the board will consider the veteran status of applicants.

Background checks and employment eligibility checks for candidates selected for hire will be performed in accordance with applicable laws. If the candidate is a teacher who has an initial license from the BOEE, then the requirement for a background check is waived, but the employment eligibility check will still be performed. The district will perform repeat background checks on applicable employees as required by law.

Advertisements and notices for vacancies within the district will contain the following statement: "The Treynor 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 the Affirmative Action Coordinator, Treynor Community School District, Treynor, Iowa 51575; or by telephoning 712-487-3414.

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 in writing to the Equal Employment Opportunity Commissions, Milwaukee Area Office, Reuss Federal Plaza, 310 West Wisconsin Ave., Suite 800, Milwaukee, WI., 53203-2292, (800) 669-4000 or TTY (800) 669-6820. http://www.eeoc.gov/field/milwaukee/index.cfm or the Iowa Civil Rights Commission, 6200 Park Avenue, Suite 100, Des Moines, IA 50321-1270, (515) 281-4121 or 1-800-457-

4416, https://icrc.iowa.gov/. 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 Reference: Iowa Code § § 21.3, .4; 279.1 (1993).
1980 Op. Att'y Gen 148.

Cross Reference: 200.2 Organization of the Board of Directors
211.3 Special Meeting
211.5 Meeting Notice

Approved 4/10/2001 Reviewed Revised 3/8/2005
9/14/2020
10/14/24
05/12/25
09/14/26

TREYNOR COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS