

Personnel -- Certified/Non-Certified

Affirmative Action

Recruitment and Selection

Equal Employment Opportunity

All personnel policies and practices of the Board will be in accord with equal employment opportunity practices as determined by state and federal legislation. A job description and required qualifications for a position to be filled will be made available to all applications. Equal employment opportunity means that the Ansonia Board of Education will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, termination, and disciplinary action) on the basis of race, color, religious creed, age, sex, marital status, sexual orientation, national origin, ancestry or disability, except in cases of bona fide occupational qualification.

Legal References: Connecticut General Statutes

10-151 Employment of teachers. Notice and hearing on termination of contract.

10-153 Discrimination on account of marital status

10-220 Duties of Boards of Education. (as amended by PA 98-252)

46a-60 Discriminatory employment practices prohibited.

46a-81a Discrimination on basis of sexual orientation.

Title V11 of the Civil Rights Act of 1964, 42 U.S.C. 2000e

Age Discrimination in Employment Act, 29 U.S.C. 621

Americans with Disabilities Act, 42 U.S.C. 12101

20 U.S.C. Section 1119 No Child Left Behind Act

34 C.F.R. 200.55 Federal Regulations

Policy adopted: March 3, 2004

ANSONIA PUBLIC SCHOOLS
Ansonia, Connecticut

Personnel -- Certified/Non-Certified

Recruitment and Selection

The Board desires the Superintendent to develop and maintain a recruitment program designed to attract and hold the best possible personnel who are highly qualified as defined by federal law in the District's schools.

The school district recognizes the heterogeneity of the people who live in the school district and believes that this characteristic should have an important bearing on all aspects of the school district's activities.

The Board of Education believes it is especially important that this heterogeneity of population be recognized in the recruitment and assignment of personnel.

To this end, the Board of Education shall develop and implement a written plan for minority staff recruitment. The administration is directed to make a serious effort to see that the recruitment procedures of the district produce a total staff representative of the total population of the district and that the assignment procedures of the district bring to each school staff members representative of the population represented by the student membership in each local school.

The schools shall engage in fair and sound personnel practices in the appointment of all district employees. The administration shall be responsible for establishing recruitment, selection and appointment procedures.

The Superintendent shall insure that the District is in compliance with the provisions of Title I, the No Child Left Behind Act. Manuals and handbooks shall comply with federal law as to the qualifications for instructional personnel. Notice of professional qualifications shall be provided to parents/guardians of students in Title I schools and staffing pattern reviews as required by law shall be conducted annually.

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ANSONIA PUBLIC SCHOOLS
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**SUGGESTED STRATEGIES/ACTIVITIES FOR SECURING, SUPPORTING AND
RETAINING MINORITY TEACHING STAFF**

RECRUITMENT (Pre-Collegiate)	RECRUITMENT (Collegiate and Post)	SUPPORT/RETENTION
Institute and/or support Young Educators' Society (YES) with RESC support	Institute diversity training for all staff	Create a strong district induction program in concert with BEST
Develop School-to-Career Programs	Train all staff in how to market (represent) district to potential candidates	Initiate/participate in support groups for minority teachers
Support/send students to CREC/ECSU's and other future teacher summer institutes	Review all district materials to ensure that they reflect district's commitment to diversity (advertising, web page, etc.)	Institute a new hire orientation program; include connections with community resources (Realtors, community organizations)
Integrate multiculturalism/diversity within curriculum	Coach secretaries about messages that are communicated within the school culture	Connect to local, regional, and professional organizations (NAACP for example)
Participate in RESC Interdistrict Diversity Grant Programs	Coach interviewers on indirect messages communicated in interviews and telephone conversations	Institute a newsletter for new hires
Actively recruit minority students to attend annual state "Be a Teacher Conference"	Participate in College Career Fairs in Connecticut	Participate in the National Recruitment Program through the Internet
Target guidance and counseling activities toward careers in teaching for minority	Participate in College Career Fairs out-of-state	
Implement special school-based support in identifying colleges, finding financial support, college application process for minority students	Participate in or institute regional minority recruiting groups	
Conduct diversity training for students and teachers	Network with Connecticut teacher preparation programs	
Offer scholarships (seek corporate support)	Post positions in local, regional media	

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RECRUITMENT (Pre-Collegiate)	RECRUITMENT (Collegiate and Post)	SUPPORT/RETENTION
Participate in an existing, or institute, a college student mentor-to-high-school-student program (seek education majors who are minorities)	Participate in or institute regional interview days	
Recruit minority students to enter a scholastic registry program	Recruit from Alternate Route Candidate Program (ARC)	
Institute a Senior Job Shadowing Program in education careers	Make connections to college students in the community	
Provide senior internships in education careers	Link to college Ethnic/Cultural Programs	
Sponsor students to the Historically Black College Alumni College Tours	Recruit from Para-Professional Programs	
	Recruit from professional organizations, community organizations	
	Recruit minority interns/substitutes	
	Consider recruiting international candidates	
	Provide assistance/support in meeting certification requirements (Praxis I – RESC Support Programs; other)	

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Equal Employment Opportunity

Affirmative Action

The Board of Education will provide equal employment opportunities for all persons without regard to race, color, religious creed, age, marital status, national origin, sex, sexual orientation, or disability. The Board of Education directs the administration to set as a goal the recruitment, selection and employment of qualified people among racial and ethnic minority groups to the end that the school district's employees will proportionately mirror the racial and ethnic composition of this community.

The Board of Education requests an annual report from the Superintendent of Schools concerning the extent to which the above-mentioned affirmative action program goals are being achieved.

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

Legal Reference: Connecticut General Statutes

10-153 Discrimination on account of marital status.

46a-60 Discriminatory employment practices prohibited.

46a-81a Discrimination on the basis of sexual orientation

Title VII, Civil Rights Act 42 U.S.C. 2000e, et seq.

Policy adopted: March 3, 2004

ANSONIA PUBLIC SCHOOLS
Ansonia, Connecticut

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Minority Recruitment Plan

The Board of Education recognizes the diversity of the people who live in this school district and believes that this diversity should have an important bearing on all aspects of the school system's activities.

The Board of Education believes it is especially important that this diversity of population be recognized in the recruitment, hiring, promotion, and assignment of personnel.

The Board of Education will implement an affirmative action plan and actively seek minority applicants for all open positions in the district.

For the purposes of the Board's affirmative action policy and the plan, the term "minorities" shall mean African American, Native American, Asian American, Hispanic, women, individuals with disabilities, and other groups of individuals.

The Superintendent of Schools shall be responsible for developing specific recruiting procedures and appropriate interviewing and evaluation instruments to implement the Board's policy. All such procedures and instruments shall comply with federal and state requirements.

Any Board employee who conducts interviews or selects professional or paraprofessional employees for any job in the Ansonia Public School System will have read and had the Board of Education Affirmative Action Policy and Plan explained to them by the Superintendent of Schools or his/her designee.

The Board shall make appropriate efforts to encourage, recruit, employ, and promote qualified minorities especially where underutilized in the district's work force.

Every level of supervision shall be held responsible for complying with this policy and plan.