

MSAD #72 AFFIRMATIVE ACTION PLAN

I. GENERAL POLICY STATEMENT

A. Statement of Nondiscrimination

MSAD #72 does not discriminate on the basis of race, age, color, ancestry or national origin, religion, sex, sexual orientation, or physical or mental disability in admission to, access to, treatment in or employment in its programs and activities. The School Committee has adopted a nondiscrimination policy (see File: AC Non-Discrimination/Equal Opportunity /Affirmative Action).

B. Compliance with Anti-Discrimination Laws

MSAD #72 recognizes its obligation to comply with the provisions of the Equal Employment Opportunity Act of 1972 (P.L. 92-261), amending Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000e et. seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et. seq.); the Maine Human Rights Act of 1972 as amended (5 M.R.S.A. § 4571 et. seq.); Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000e et. seq.); the Age Discrimination in Employment Act of 1967 as amended (29 U.S.C. § 623 et. seq.); the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et. seq.); Section 504 of the Rehabilitation Act of 1973 ((29 U.S.C. § 794 et. seq.); The Americans with Disabilities Act of 1990 (40 U.S.C. § 12101 et. seq.); and 20-A MRSA §6553 (Prohibition of Hazing).

C. Contacts for Inquiries or Complaints

To make an inquiry or file a complaint concerning the above statement, an individual may contact one of the following:

Affirmative Action Officer
Emily Kirkpatrick
Molly Ockett Middle School
Fryeburg, Maine
Telephone: (207) 935-2401

US Department of Education
Office for Civil Rights
33 Arch Street, Suite 900
Boston MA 02110-1491
Telephone: (617) 223-9662

Maine Human Rights Commission
State House Station # 51
Augusta ME 04333
Telephone: (207) 624-6050

D. Complaint Procedures

Employee and student complaint procedures (see File: ACAB-R Employee Discrimination & Harassment Complaint Procedure; File: ACB-R2 Sexual Harassment Student Complaint Process) are available which provide for the prompt and equitable resolution of complaints alleging discrimination and harassment based on race, age, color, ancestry or national origin, religion, sex, or physical or mental disability. Copies of the complaint procedures will be made available to any interested person upon request at the Superintendent or Affirmative Action Officer's office.

II. DISSEMINATION PROCEDURES: NOTICE AND POSTING

A. General Notice and Posting

Notice of the contents of the Affirmative Action Plan shall be provided to all employees and students at the beginning of each school year by means chosen by the Superintendent.

Notice of MSAD #72 compliance with antidiscrimination laws shall be:

1. Posted in a conspicuous and accessible place in all school buildings of the school district;
2. Included on job postings, advertisements and application forms which are made available to applicants, and on enrollment forms made available to students and their parents;

B. Annual Notice of Employee Harassment and Sexual Harassment Policy / Complaint Procedure

A copy of the Employee Harassment and Sexual Harassment Policy and Complaint Procedure in Appendix B shall be distributed annually to all school department employees.

C. Posting on Sexual Harassment and Employment Discrimination

Workplace posters on sexual harassment and employment discrimination shall be posted in conspicuous and accessible places in school buildings where notices to employees are customarily posted.

D. Copies of Affirmative Action Plan Available

A copy of this Affirmative Action Plan, including all appendices, shall be made available to any interested person upon request at the office of the Superintendent or the office of the Affirmative Action Officer.

III. RESPONSIBILITY FOR IMPLEMENTATION

A. The Superintendent of Schools holds ultimate responsibility for the operation, oversight, and success of MSAD #72 Affirmative Action Plan and nondiscrimination policies. These responsibilities will be delegated in whole or in part to an Affirmative Action Officer who is appointed by and reports directly to the Superintendent.

B. The responsibilities of the Affirmative Action Officer include, but are not limited to, the following:

1. Managing the organization and implementation of the Affirmative Action Plan;
2. Disseminating the required notices, policies and information regarding federal and state anti-discrimination laws to employees, applicants, students and parents, and others, where applicable;
3. Maintaining records, reports and documents required to comply with federal and state recordkeeping requirements;
4. Coordinating MSAD #72's efforts to comply with and carry out its responsibilities under all applicable federal and state anti-discrimination laws (including serving as the Title IX/ADA/Section 504/Age Discrimination Coordinator as required by those laws);
5. Conducting and/or coordinating the investigation of discrimination complaints based on race, age, color, ancestry or national origin, religion, sex, physical or mental disability;
6. Reporting to the Superintendent when necessary any findings and recommendations for ensuring compliance with the Affirmative Action Plan;
7. Developing, coordinating and implementing plans for in-service gender equity training programs;
8. Developing, coordinating and implementing sexual harassment training programs for employees and supervisors.

C. Each person charged with recruiting, screening, selecting, hiring, and/or promoting applicants or employees in MSAD #72 must adhere to the policy of nondiscrimination and equal employment opportunity established in the Affirmative Action Plan.

Revised: October 2013 mt