

Affirmative Action Plan

Statement

Consistent with existing Board of Education policies for affirmative action and staff recruiting, the Torrington Board of Education Affirmative Action Plan will include the following:

- A. Data regarding present staff composition with respect to race and sex for both professional and non-professional staff.
- B. Data on staff turnover rates, expected retirements, and projected staff needs.
- C. Comparison of employee demographics with the demographic data of Torrington.
- D. A program to establish and maintain relationships with placement offices in the country who counsel and help female and minority graduates.
- E. Identification of all colleges and universities whose majority membership is minorities.
- F. Appointment of an affirmative action committee to review the district's affirmative action efforts and to report annually to the Board of Education with the Superintendent of Schools.
- G. An annual report to the Board of Education on the race and sex of all candidates who made formal written application for positions, along with an analysis of success or failure to produce minority or women candidates by position.
- H. A review by the Affirmative Action Committee of all materials to ensure non-discrimination. Review will include:
 - 1. Qualifications needed and job descriptions to ensure that they are realistic and do not involve incidental discrimination.
 - 2. Application forms.
- I. A periodic workshop to review interviewing techniques, including those subjects which are unlawful, e.g., questions about dependents, family plans, pregnancy, distance between home and work, etc.

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-68 1-29 Discriminatory employment practices prohibited.

Cross References:

4002 Affirmative Action

4061 Professional Staff Recruiting

4062 Minority Recruiting