

No. 103-AR
SCHOOL DISTRICT OF SPRINGFIELD TOWNSHIP
ADMINISTRATIVE RULE

103-AR. NONDISCRIMINATION

Age, race, color, creed, religion, sex, ancestry, nationality, or disability, (as required by State and federal law and regulations, except where such may be necessary by virtue of a bonafide occupational qualification) will not be considered when a candidate is being considered for employment, unless the employment is part of the school district's affirmative action program, as identified in the Strategic Plan.

In-service programs will be planned without regard to age, race, color, creed, religion, sex, ancestry, nationality or disability of the consultants or participants. The planning of such activities will consider the needs of the disabled.

Age, race, color, creed, religion, sex, ancestry, nationality or disability (as required by State and federal law and regulations, except where such may be necessary by virtue of a bonafide occupational qualification) will not be considered when a staff member is being considered for retention or promotion.

Educational opportunities and activity programs will be planned and offered without regard to age, race, color, creed, religion, sex, ancestry, nationality or disability. The planning of such activities will consider the needs of the disabled.

Grievance Procedure - Staff/Students

Step 1. Grievance must be submitted in writing to the grievant's immediate supervisor or to the student's principal. A response will be provided within 15 working days.

Step 2. If the grievant is not satisfied with the disposition at Step 1, the grievant may submit the grievance in writing, as follows, within 10 working days.

Support Staff employee - to the Business Administrator

Administrative/Professional employee - to the Assistant Superintendent

Student - to the Assistant Superintendent

Step 3. If the grievant is not satisfied with the disposition at Step 2, the grievant may submit the grievance in writing to the Superintendent within 10 working days.

Step 4. If the grievant is not satisfied with the disposition at Step 3, the grievant may submit the grievance in writing to the Board of School

Directors, within 5 working days.

Step 5. The Board shall reach its decision within 15 working days
and this decision shall be final.

Adopted: May 3, 1994