

*Equal Opportunity and Nondiscrimination in Employment Practices*

The District's Title IX Coordinator is the Director of Equity and Public Programs. Contact information for the Director of Equity and Public Programs.

**Position:** Director of Equity and Public Programs

**Address:** Tredyffrin/Easttown School District Administration Offices, 940 West Valley Road, Suite 1700, Wayne, PA 19087

**Email:** [torreso@tesd.net](mailto:torreso@tesd.net)

**Phone:** 610-240-1909

In order to maintain a program of nondiscrimination practices with respect to employment practices that is in compliance with applicable laws and regulations, the following procedures shall be followed:

The Title IX Coordinator, with the assistance of other individuals designated by the Superintendent as necessary, is responsible to monitor the implementation of equal opportunity and nondiscrimination procedures in the following areas:

1. Development of position qualifications, job descriptions and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing and hiring.
4. Evaluation and promotion.
5. Disciplinary actions, up to and including terminations.

*Applicable Complaint Procedures*

Complaints of discrimination pursuant to this Administrative Regulation and the accompanying Board Policy which take the form of discriminatory harassment as defined in Board Policy and Administrative Regulation 4330 (Discriminatory Harassment by and of District Employees) shall be handled in accordance with the procedures outlined in that Policy and Administrative Regulation.

All other complaints covered by this Administrative Regulation and the accompanying Board Policy by employees or third parties shall be directed to the Title IX Coordinator; such complaints will be handled in accordance with the general procedures outlined in Board Policy and Administrative Regulation 1122 (Complaints Regarding the District).

If for any reason a complaint pursuant to this Administrative Regulation and the accompanying Board Policy is received by an individual other than the Title IX Coordinator, that individual shall promptly notify the Title IX Coordinator.

Cross References:

Policy & Regulation 4330, *Discriminatory Harassment by and of District Employees*

Policy & Regulation 1122, *Complaints Regarding the District*

Policy & Regulation 4035, *Dress and Appearance*

Policy & Regulation 4022, *Addressing Employee Concerns and Criticism*