

# REGULATION

## MONTGOMERY COUNTY PUBLIC SCHOOLS

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**Related Entries:** ACA, ACB, ACC, GBA, GBA-EA

**Responsible Office:** Chief Operating Officer  
Human Resources

### Equal Employment Opportunity

#### I. PURPOSE

To establish procedures in the event of an alleged violation of the laws governing equal employment opportunity

#### II. PROCEDURES

- A. The chief operating officer, the associate superintendent of the Office of Human Resources (OHR), and the human resources compliance specialist are responsible for enforcing regulations assuring nondiscrimination on any basis included in the preceding policy statements.
- B. An individual employee may submit MCPS Form 430-42: *Administrative Complaint*, to report an alleged act of discrimination. Following receipt of MCPS Form 430-42 by the OHR:
  1. An investigation will be conducted by a neutral party.
  2. Upon completion of the investigation, and with subsequent consultation with the chief operating officer, the equal employment opportunity officer will make recommendations for remedial action, if indeed an act of discrimination existed. If, in the judgment of the superintendent of schools or his/her designee, the report of the investigation supports the allegation, the superintendent, or his/her designee, will take appropriate remedial and/or disciplinary action.
- C. Pursuing an EEO complaint through the compliance specialist of the school system does not prohibit or prevent the employee from filing an EEO complaint directly with the EEO Commission, Baltimore District Office.

- D. All employees of the system have the right to pursue any of the avenues open to them to effect a solution of an employment problem, e.g., administrative complaint, grievance, ombudsman, or the EEO complaint process; and no one shall be harassed or intimidated as result of filing any complaint.

Additional sources prohibiting discrimination in all areas of employment:

Equal Pay Act of 1963, as amended  
Civil Rights Act of 1866, 1871, and 1991  
Age Discrimination in Employment Act of 1967, as amended  
Title VI of the Civil Rights Act of 1964  
Title VII of the Civil Rights Act of 1964, as amended  
Equal Protection Clause of the 14th Amendment  
Rehabilitation Act of 1973, Section 504  
Uniform Services Employment and Reemployment Rights Act of 1994  
Americans with Disabilities Act of 1990  
Title IX of the Education Amendments of 1972

**Regulation History:** Formerly Regulation No. 460-5, July 27, 1979, (directory information updated); revised March 6, 2006.