

MONITORING AND COMPLIANCE

AMERICANS WITH DISABILITIES ACT (ADA)

The Monitoring and Compliance Unit is also responsible for ensuring that the Department of Education is in compliance with the Americans With Disabilities Act. The ADA signed into law in 1990, extends to people with disabilities similar civil rights as those available to other protected groups of employees. Title I of the ADA prohibits discrimination in employment on the basis of disability and requires that an employer provide a qualified disabled employee with a reasonable accommodation unless it presents an undue hardship to the employer. The Unit investigates complaints of employment discrimination based on disability. It advises employees of their rights under the ADA, and the procedure to follow in requesting a reasonable accommodation from the Department's Medical, Leave & Benefit Office.

In addition, the Unit mediates in instances where an approved accommodation has not been implemented at the work site.



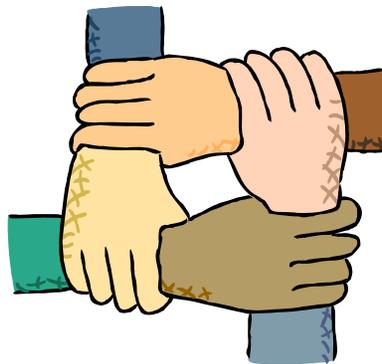
CONFERENCES

OEO participates in and sponsors conferences and job fairs throughout the New York City area. OEO co-sponsors a most successful Vendor Conference wherein small business enterprises are encouraged to do business with the New York City Department of Education.

MISSION STATEMENT

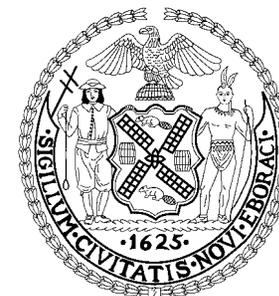
The Office of Equal Opportunity's purpose is to serve the students and staff of the New York City Public Schools. Our function is to educate and sensitize the students, the parents of students, teachers and administrators of their civil rights responsibilities and duties. In doing so we will promote and ensure compliance with all aspects of federal, state and city laws, as well as Department of Education policies and regulations.

The Director of the OEO is responsible for the implementation, monitoring and administration of the Department's policy.



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THE NEW YORK CITY DEPARTMENT OF EDUCATION



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EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of the City of New York Department of Education to provide educational and employment opportunities without regard to Race, Color, Religion, Creed, Ethnicity, National Origin, Alienage, Citizenship Status, Age, Marital Status, Partnership Status, Disability, Sexual Orientation, Gender (Sex), Military Status, Prior Record of Arrest or Conviction, Except as Permitted by Law, Predisposing Genetic Characteristics, or Status as a Victim of Domestic Violence, Sexual Offenses and Stalking, and to Maintain an Environment Free of Harassment on any of the above-noted grounds, including Sexual Harassment or Retaliation. This policy is in accordance with federal, state and local civil rights laws. In accordance with Chancellor's Regulation A-830, you may file a complaint of discrimination or unlawful harassment (based on the above noted-categories) with the Department's Office of Equal Opportunity (OEO). Regulation A-830 and its Complaint Forms may be accessed at www.nyc.gov/schools/oeo



COMPLAINT UNIT

The Complaint Unit is responsible for investigating and resolving internal complaints of alleged discrimination at the Department of Education. The Unit's function is detailed in Chancellor's Regulation A-830, which prohibits discrimination and harassment based on Race, Color, Religion, Creed, Ethnicity, National Origin, Alienage, Citizenship Status, Age, Marital Status, Partnership Status, Disability, Sexual Orientation, Gender (Sex), Military Status, Prior Record of Arrest or Conviction, Except as Permitted by Law, Predisposing Genetic Characteristics, or Status as a Victim of Domestic Violence, Sexual Offenses and Stalking, and to Maintain an Environment Free of Harassment on any of the above-noted grounds, including Sexual Harassment or Retaliation. The Unit supervises the investigations of the Department's Local Equal Opportunity Coordinators (LEOCs).



CONTRACT COMPLIANCE

The New York City Department of Education (NYCDOE) requires that vendors doing business with the Department provide the Office of Equal Opportunity (OEO) with an acceptable written "Affirmative Action Plan" (AAP) for Contracts of \$100,000 or more. OEO offers technical assistance and samples for the development of Affirmative Action Plans. The OEO Contract Compliance Unit monitors and evaluates the EO Contract approval process.

MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE (M/WBE) PROGRAM

The Department of Education ensures that minority and women-owned businesses are equitably included in the procurement process. The Department of Education participates in various conferences and seminars to establish a networking forum for future contracts and Minority and Women-owned Business (M/WBE) inclusion.



TRAINING

OEO provides tailored workshops/training for field personnel on such topics as: sexual harassment; equity based diversity/sensitivity training as well as yearly mandated training for Local Equal Opportunity Coordinators (LEOCs).

