

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 401.1
CLASSIFIED STAFF**

AFFIRMATIVE ACTION PLAN

It is the policy of the Carson City School District to take affirmative action to accomplish the following short term and long range goals in its employment systems for certificated and classified employees:

1. To guarantee fair treatment of applicants and employees in matters relating to personnel administration regardless of race, color, national origin, religious creed, age, physical handicap, or sex excepting those positions where a particular sex is a bona fide occupational qualification;
2. To identify and correct any employment practice that is not job related and has an adverse effect on minority groups and women;
3. To require that affirmative action employment practices be established and adhered to as the controlling factors in all personnel actions including but not limited to recruiting, screening, hiring, assigning, paying, evaluating, promoting, demoting, laying off, and disciplining; and
4. To establish and attempt to achieve long-range employment goals within the next ten years that would reasonably assure that the Carson City School District employees reflect the ethnic composition of the community.

The Superintendent shall delegate, on approval of the Board of School Trustees, responsibility for the development and enforcement of regulations, reporting procedures, and plan for evaluation of the effectiveness of the program, all of which result in equal employment opportunities reflecting the spirit and intent of this policy.

Reference: Policy No. 401
Adopted: August 29, 1979