

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 345
CERTIFIED STAFF**

AMERICANS WITH DISABILITIES ACT

The Carson City School District supports and is committed to comply with the provisions of the Americans with Disabilities Act (ADA) 1990. The District will not tolerate discrimination against persons, including members of the public, prospective qualified employees, employees and students, with disabilities protected by the Americans with Disabilities Act.

Disability Defined

Disabilities addressed by this policy include: 1) a physical or mental impairment that substantially limits one or more major life activities; 2) a record of such an impairment; or 3) being regarded as having such an impairment.

Discrimination Defined

Denial of services or benefits, including employment opportunity or benefits, because of a disability.

Reasonable Accommodation

The School District will provide reasonable accommodation in accordance with the ADA to members of the public, prospective qualified employees, employees and students with known disabilities.

Complaint Procedure

Any person who feels they have been unlawfully discriminated against in violation of this policy will immediately file a written complaint with the Superintendent or the Associate Superintendent of Human Resources, who shall conduct an investigation, in consultation with legal counsel. At the completion of the investigation the complaining party will be notified in writing as to whether there was a violation of this policy and any corrective measures.

Posting

This policy will be posted in the District Office and at each building site within the School District.

POLICY No. 345 – CONTINUED

Implementation

The Superintendent will insure that the District has prepared: 1) a written self-assessment of any potential barriers to accessibility and use by disabled persons after receiving public input; 2) a written transition plan with a capital improvement timetable to retrofit District facilities not later than January 26, 1995 in accordance with the ADA; and 3) written job descriptions that clearly identify essential functions of all positions within the District.

Records/Confidentiality

Record of complaints will be retained for a minimum of 1 year. If a person is required to submit to a post-employment (promotion) offer medical examination the record of such exam will be confidentially maintained in a separate employee file pursuant to the ADA.

ADA Coordinator

The District's ADA Coordinator is the Associate Superintendent of Human Resources, 1402 W. King Street, Carson City, NV, 775-283-2130.

Reference

ADA of 1990.

Amendments of State/Federal Law

This policy will conform to the current requirements of Nevada and Federal law pertaining to unlawful discrimination based on disabilities.

Adopted: April 26, 1994