

**BOARD OF TRUSTEES  
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 311.1  
CERTIFIED STAFF**

**PREVIOUS WORK EXPERIENCE**

A classified employee with satisfactory evaluations who voluntarily terminates employment with the Carson City School District and then wishes to be employed at a later date will be granted credit, up to three years, for previous District work experience if said employee returns to the same or similar classification and receives a six month satisfactory evaluation. The decision of whether the position or classification is the same or similar is made by the Associate Superintendent, Human Resources.

A new classified employee, after serving a one year probationary period at the beginning step, may be credited with a maximum of three years of previous outside work experience if a satisfactory one year evaluation is received. The position must be similar in nature and written verification of employment in the prior position must be received from the previous employer and submitted to Human Resources by the employee's one year anniversary date. The Associate Superintendent, Human Resources, will determine whether the positions are similar in nature.

Adopted: July 1, 1983  
Revised: October 22, 1996