

**NOVA CLASSICAL ACADEMY**  
**MANUAL OF POLICIES APPROVED BY THE BOARD OF DIRECTORS**

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**POLICY 401:**  
**EQUAL EMPLOYMENT OPPORTUNITY**

*[Note: School districts are not required by statute to have a policy addressing these issues; however, the Equal Employment Opportunity Commission strongly encourages the adoption of a policy and will look for such a policy during accreditation visits, audits, or investigations.]*

**I. PURPOSE**

The purpose of this policy is to provide equal employment opportunity for all applicants for employment at Nova Classical and Nova Classical employees.

**II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. Nova Classical does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. Nova Classical also makes reasonable accommodations for disabled employees.

**[Note: The Minnesota Human Rights Act defines “sexual orientation” to include “having or being perceived as having a self-image or identity not traditionally associated with one’s biological maleness or femaleness.” Minnesota Statutes section 363A.03, subdivision 44.]**

- B. Nova Classical prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district’s internal procedures for addressing complaints of harassment, please refer to Nova Classical’s policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every Nova Classical employee shall be responsible for following this policy.
- E. **Any person having a question** Concerns regarding **violations of** this policy should **discuss it with** **be brought to** the Executive Director.

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)

29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)  
29 U.S.C. § 2615 (Family and Medical Leave Act)  
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)  
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of  
Members of the Uniformed Services)  
42 U.S.C. § 2000e *et seq.* (Equal Employment Opportunities; Title  
VII of the Civil Rights Act)  
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with  
Disabilities)

**Cross References:** MSBA/MASA Model Policy 402 (Disability  
Nondiscrimination)  
MSBA/MASA Model Policy 405 (Veteran's Preference)  
MSBA/MASA Model Policy 413 (Harassment and Violence)

*MSBA/MASA Model Policy 401 Orig. 1995*  
*Revised: 2022 2026*

**ADOPTED BY THE BOARD: 1/11/2005**  
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