

COMPREHENSIVE AGREEMENT  
BETWEEN THE  
CARSON CITY SCHOOL DISTRICT  
AND THE  
CARSON CITY ADMINISTRATORS  
ASSOCIATION

July 1, 2025 – June 30, 2029

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COMPREHENSIVE AGREEMENT  
BETWEEN  
THE CARSON CITY SCHOOL DISTRICT  
AND  
THE CARSON CITY ADMINISTRATORS ASSOCIATION

July 1, 2025 – June 30, 2029

This Agreement is made and entered into by and between the Carson City School District Board of Trustees, hereinafter referred to as the "Trustees" and Carson Administrators Association, herein referred to as the "Association."

PREAMBLE

WHEREAS, pursuant to the provisions of Chapter 288 of the laws of the State of Nevada, known as the local government Employee-Management Relations Act, the Association has been recognized by the Trustees as the exclusive bargaining representative for the unit described herein, and

WHEREAS, the Trustees and the Association recognize a common responsibility to work together in cooperation to achieve high quality education, and to cooperate in their common aims and their employer-employee relationships.

NOW, THEREFORE, the parties have as a result of joint discussions agreed upon the following terms concerning the conditions of employment for all members of the bargaining unit represented by the Association:

ARTICLE 1 - DEFINITIONS

1.1 – NRS 288

The term "NRS 288," as used in this Agreement, shall refer to the Statutes of Nevada enacted by the 1969 session of the Nevada Legislature and revised by subsequent sessions of the Nevada Legislature, also known as the local Government Employee-Management Relations Act.

1.2 - Administrators

The term "administrators," as used in this Agreement, shall refer to all administrative employees who hold administrative positions requiring educational certification as set forth below and who are eligible for membership in the Association with the exception of such administrators who are excluded by NRS 288.

Positions covered by this Agreement:

High School Principal  
High School Vice-Principal  
Middle School Principal  
Middle School Vice-Principal  
Elementary School Principal  
Elementary School Vice Principal  
Secondary School Dean (Middle & High School)  
Director of Adult Education/Prison Program  
Assistant Director

### 1.3 - Trustees

The term "Trustees," as used in this Agreement, shall mean the Carson City School District Board of Trustees and is the entity known as the Local Government Employer in NRS 288.060. The term "Trustees" shall include authorized officers and representatives. Despite references herein to "Trustees" as such, the Trustees reserves the right to act hereunder by committee or designated representative.

### 1.4 - Association

The term "Association," as used in this Agreement, shall mean the Carson City Administrators Association and is the entity known as the Employee Organization in NRS 288.040. The terms "Association" shall include authorized officers and representatives. Despite references herein to the "Association" as such, it reserves the right to act hereunder by committee or designated representative.

### 1.5 – District

The term " District," as used in this Agreement, shall mean the Carson City School District.

### 1.6 - Superintendent

The term "Superintendent," as used in this Agreement, shall mean the superintendent of schools of the District or the designated representative.

### 1.7 – Chief Human Resources Officer

The term "Chief Human Resources Officer," as used in this Agreement, shall mean the School District's Associate Superintendent of Human Resources, or the superintendent's designee.

### 1.8 – Board

The term "Board" means the Local Government Employee-Management Relations Board, as provided by NRS 288.030.

## 1.9 - Agreement

The term "Agreement" refers to this document, being the Professional Negotiations Agreement between the District and the Association.

## 1.10 – School Year

The term "school year" shall be defined as stated in NRS 388.080: The Public School Year shall commence on the first day of July and shall end on the last day of June.

## 1.11 – Contracted School Year

The term "contracted school year," as used in this Agreement, means the period of time from the administrator's first contracted work day through the last contracted work day.

## 1.12 – Work Day

A school day is defined as a day in which an administrator is required to be present on the job.

## 1.13 – Regular Work Day

An Administrator's regular work day is defined as eight and one-half (8.5) hours, with a thirty (30) minute lunch. The start of the school day will be set by the site principal.

## 1.14 -- Executive Committee

The term "executive committee" refers to the four (4) elected officers (the president, vice-president, secretary, and treasurer).

# ARTICLE 2 - RECOGNITION

## 2.1 – Exclusive Representative

The Trustees recognize the Association as the exclusive representative of all administrators employed by the District, with the exception of such employees as are excluded by NRS 288.

## 2.2 – Gender Neutrality

Any references to individual administrators in this Agreement in masculine terms such as "he," "his," or "him" shall in every case be applicable to female employees, as if they were written as "she," "hers," or "her."

### 2.3 – Probationary Period

New administrators, including principals, shall serve probationary periods in accordance with the requirements of NRS Chapter 391.

Post-probationary administrators, including principals, who are deemed ineffective or developing are required to shall serve an additional probationary period in accordance with the requirements of NRS Chapter 391.

### 2.4 – Vacancies

The District will post on its' website any vacancies, including promotional opportunities, of bargaining unit positions for which it is seeking internal or external applications. Nothing in this section overrides the sole discretion of the Superintendent to make the final decision regarding the hiring, transfer, reassignment and promotion of classifications covered by this Agreement.

## ARTICLE 3 - FAIR PRACTICES

### 3.1 – Prohibition on Discrimination

The District and the Association agree not to discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including employment discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity.

### 3.2 - School Administrator Advisory Committee (SAAC)

The District and the Association agree that there is a benefit when communications between the parties are increased to a level where the parties mutually understand each other's needs and desires. Further, it is agreed that the quality of education is increased, and students better served, when the parties mutually investigate, discuss, and exchange ideas. Finally, the parties agree that a need exists to enhance and intensify the exchange of ideas and information between the District and the Association.

Therefore, a standing committee is hereby created, hereinafter referred to as the School Administrators Advisory Committee ("SAAC"). The purpose of SAAC shall be to provide a forum for discussion, study, and recommendations to appropriate administration or the Board, of those issues that serve the good of the District, the professional staff, and the goals of delivering quality education to the citizens of the District.

Recommendations from this committee shall be advisory only and shall not be binding upon the District or the Association.

The committee shall consist of one (1) principal and one (1) building administrator each from elementary, middle and high school levels, as well as one (1) member from District



administration. When issues discussed may impact other bargaining units, a representative from the impacted units may be included in the discussion but shall have no voting rights.

The chairperson will be selected by the committee. The committee shall meet upon the request of the chairperson, but no more than quarterly throughout the school year. Any item which will be discussed during a meeting must be placed on the meeting agenda at least one week in advance of the meeting. If the attendance of a District staff member is required at a meeting in order to ensure the productive discussion of a topic agenzized for said meeting, that staff member must be provided with at least thirty (30) days notice that his or her attendance is required at the specified meeting, and the topic for which he or she is being called to the meeting to discuss. The District will make every reasonable effort to ensure that District staff are available for meetings.

The Trustees may assign the SAAC with problems to investigate, or the SAAC may investigate, or study issues agreed to by the majority of the committee.

#### ARTICLE 4 - IMPASSE PROCEEDINGS

- 4.1 It is understood that if the parties fail to reach agreement as a result of direct negotiation, impasse proceedings may be invoked by either party in accordance with the provisions of NRS 288.

#### ARTICLE 5 - GRIEVANCE PROCEDURE

##### 5.1 – Definition of a Grievance

A grievance shall be defined as a dispute regarding the interpretation, application or alleged violation of the provisions of this Agreement.

A grievance shall not include any matter or action taken by the Trustees, or any of its agents, for which relief is granted by the statutes of the State of Nevada or the Federal Government.

##### 5.2 – Standing to Submit a Grievance

A grievance may be initiated by an individual administrator, a group of administrators who are directly affected by the dispute, or the Association.

##### 5.3 – Multiple Grievant Grievances

A grievance involving more than one (1) administrator may be commenced at Step Two of the grievance procedure by filing a written grievance.

##### 5.4 – Timeliness of Grievance

A grievance as defined above must be initiated no later than five (5) school days after the affected administrator(s) or the Association first knew of the act or condition upon which the grievance is based.

## 5.5 - Records

During all procedural steps, each of the parties to the grievance shall have access at reasonable times to all written statements and records of the grievance. All proceedings in any grievance shall be conducted in private and full confidentiality shall be maintained.

## 5.6 – Grievance Procedure

All grievances shall be processed in the following manner:

### 5.6-1 Step One

An administrator(s) having a grievance will first attempt to resolve it informally by meeting with the appropriate supervisor/director within the five (5) days specified in 5.4. At this step there is no reason to put the grievance in writing. The appropriate supervisor/director shall render a decision not later than five (5) school days from the date of the meeting. If the administrator(s) is not satisfied with the decision of the supervisor/director, the administrator may proceed to Step Two.

### 5.6-2 Step Two

If the grievance has not been resolved as a result of the informal proceedings, the grievance may be submitted to the superintendent within fifteen (15) days following the decision of the supervisor/director. The grievance shall be in writing, dated, and the receipt of the grievance initialed by the superintendent by date. Copies of the grievance shall be submitted to all parties officially present during the informal hearing.

#### 5.6-2-1

In the event a grievance is submitted to Step Two in a timely manner, the Superintendent and the supervisor/director being grieved shall meet with the affected administrator(s) within five (5) school days after receiving the grievance.

#### 5.6-2-2

The Superintendent shall not have the authority to modify, amend, alter, add to, or subtract from any provision of the Agreement.

#### 5.6-2-3

The Superintendent, in the absence of the expressed written agreement of the parties, shall have no authority to rule on any dispute between the parties other than the one which qualifies as a grievance as defined in 5.1.

#### 5.6-2-4

The Superintendent's decision shall be submitted in writing to all parties within five (5) school days after the meeting and his response shall include the reasons upon which his decision is based.

#### 5.6-2-5

The Superintendent's decision shall be final and binding, unless his decision is found in violation of the restrictions stated in Article 5.6-2-2 and/or Article 5.6-2-3 or exceeds the time limitations of the procedural process. In which case, the grievance will be decided in favor of the aggrieved administrator(s).

### 5.6-3 Step Three

If the grievant and/or Association is not satisfied with the disposition of the grievance by the superintendent or if no disposition has been made within the period above provided, the grievance may be submitted to mediation by informing the superintendent within five (5) days after the superintendent's time to respond, whichever is later. The Superintendent and the Association president would have to consent to mediation. The mediator shall be chosen within thirty (30) days. The mediator has no binding authority. Any mediated agreement voluntarily agreed to by both parties will be final and binding and not subject to further appeal or court action. Any fees or costs imposed by the mediator will be equally split by the parties.

#### 5.6-3-1 Choosing a Mediator

The parties shall obtain a list of seven (7) names and resumes/CVs of independent mediators from American Arbitration Association or a similar group. The parties will alternate striking names until a final mediator remains. The party that shall strike the first name will be determined by a coin flip.

### 5.6-4 Step Four

If the grievant is not satisfied with the disposition of the grievance by the mediator, the grievance may be submitted before an impartial arbitrator. The grievant shall exercise its right of arbitration by giving the superintendent written notice of its intent to arbitration within five (5) days after it has received the mediator's decision.

5.6-4-1 Within ten (10) days after such written notice of arbitration is served upon the superintendent, the parties will attempt to agree upon a mutually acceptable arbitrator and attempt to obtain a commitment from the arbitrator to serve. If the parties are unable to agree upon an arbitrator, then the parties shall obtain a list of seven (7) names and resumes/CVs of independent arbitrators from American Arbitration Association or a similar group. The parties will alternate striking names until a final arbitrator remains. The party that shall strike the first name will be determined by a coin flip. The parties may also agree to Expedited Arbitration in writing and proceed in that program under the rules of the American Arbitration Association.

5.6-4-2 Arbitrations shall take place under the rules of the American Arbitration Association. All hearings held by the arbitrator shall be in closed sessions and no party to or in any way associated with the arbitration shall comment outside the arbitration itself until the arbitrator renders a decision.

5.6-5-3 The expenses of the arbitration, including the arbitrator's fee, cost, and expenses, and the cost of the arbitrator's transcript shall be equally borne by the parties. All other expenses incurred by either party in the preparation or presentation of its case are to be borne solely by the party incurring such expenses.

## 5.7 Grievance Meeting

The time for a grievance meeting must be mutually approved by the Superintendent and the grievant. The meeting will occur outside the work day.

## 5.8 Impact of Limitations Period

A grievance shall be considered null and void if not filed and processed by the aggrieved administrator(s) or the Association in accordance with the time limitations set forth above, unless the parties involved agree to extend said limitations.

A grievance shall be decided in favor of the aggrieved administrator(s) if the time limitations are not observed by the supervisor/director or the superintendent.

## 5.10 Extension of Limitations Period

All time limitations may be extended by mutual agreement of both parties.

## 5.11 No Reprisal for Grievances

No reprisals may be taken by the Trustees or their agents, against any administrator(s) for having filed a grievance or for having participated in the grievance procedure on behalf of the grievant.

## ARTICLE 6 - USE OF FACILITIES

### 6.1 – Distribution of Association Materials

Subject to the provisions of Section 6-3, the Association shall have the right to use school mailboxes and the inter-school mail service for the distribution of responsible material initiated by the Association. Copies of all materials shall be given to the Superintendent and the director of personnel. The material will be clearly identified, and the Association accepts the responsibility for such material. If the privilege extended herein is misused by the Association or any of its designated representatives, it may be immediately revoked by the Superintendent. Individual administrators will not be prohibited from the responsible use of the school mail service.

### 6.2 – Association Meetings and Activities

From the effective date of the Agreement to its termination, the Association shall be allowed the use of school buildings and premises for Association meetings and activities on regular school days as long as arrangements have been made with the principal of the building and so long as the use does not conflict with the use by other employee organizations previously authorized as provided by District regulations. Further, such activities shall not conflict with any regular or special educational activities and may not involve additional or extra custodial services and/or other unusual expenses to the School District. Use of the buildings on other than school days requires approval by the superintendent. Any added expense resulting from Association use shall be paid for by the Association. If the privileges extended herein are misused by the Association or any of its designated representatives, it may be immediately revoked by the superintendent. Individual administrators will not be prohibited from the responsible use of school facilities.

### 6.3 – Political Activity

The use of school facilities permitted above shall not include any use to campaign in any manner, either directly or indirectly, against District representatives or the Trustees, or any of its representatives relating to the collective bargaining process except for the ratification of this Agreement.

### 6.4 – Union Time

The parties agree that in exchange for the Association's agreement that its members will not track time worked in excess of the regular school schedule, the District agrees that it will provide leave to any of its employees within the Association, up to a maximum of three school days for three employees, for time spent by the employee in the performance of duties or the provision of services for the Association. The parties agree that the agreement setout herein is a concession in compliance with NRS 288.225.

## ARTICLE 7 - PERSONNEL FILES

### 7.1 - Addition of Records to an Employee's Personnel File

A copy of each written document concerning an employee which the School District places in the employee's permanent personnel file shall be provided to that employee. The employee must sign the personnel file copy of the document as acknowledgement of receipt of a copy of the document. Such signature is not to be construed as agreement to the contents of the document.

### 7.2 – Written Responses

An employee may prepare a written response, which will become a part of the employee's personnel file and will remain a part of said file as long as the document responded to remains a part of the file. In order to ensure that the response is not inadvertently overlooked, the employee will note under his or her signature on the document at the time the response is delivered that a response has been made and the document will be countersigned by the receiving administrator and shall be attached to the supervisor's document. If an employee desires to make a written response, as set out herein, the employee must submit his or her response to the District within fifteen (15) school days. Upon written request of the employee, a waiver of the time limits by the supervisor, not to exceed (10) school days, may be granted, which will not be unreasonably withheld. When a copy of the supervisor's written document is forwarded to any other location, a copy of the employee's written response must be attached.

### 7.3 - Access to Personnel Files

Access to personnel files of administrators shall be on a need-to-know basis only. Permanent files of administrators shall be kept in the personnel department. Review of such files shall be noted by the date and signature of reviewer. Members of the Trustees, the superintendent of schools, the directors, the administrator's immediate supervisor, all employees of the personnel department, District legal counsel, or as otherwise authorized by law, shall be exempt from this requirement.

### 7.4 - Admonitions

Admonitions issued to an administrator, who within the time granted for improvement has met the standards set for him by the administrator who issued the admonition, will be removed from the records of the administrator together with all notations and indications of its having been issued. An admonition must be removed from the records of the administrator not later than three (3) years after it is issued.

### 7.5 – Letters and Reports

Letters or reports (other than evaluations or letters of admonition) that are critical of an administrator's performance will be removed from the personnel file within three (3) years from placement in the personnel file. This provision does not apply to letters or reports of substantiated criminal activity or child abuse.

## ARTICLE 8 - EXTENDED LEAVES OF ABSENCE

### 8.1 – Unpaid Leaves of Absence

Leaves of absence without pay may be granted to an administrator by the Trustees, for a period not to exceed one (1) year, where the administrator has identified, to the satisfaction of the Trustees, a personal or family situation which will require the release of the administrator from his contractual responsibilities. Additional leave may be granted at the discretion of the Trustees.

Leaves of absence without pay, for study or other professional improvement, may be granted to administrators by the Trustees for a period not to exceed one (1) year. To be eligible for such leave, the administrator must have completed two (2) years of satisfactory service with the District.

Other leaves of absence without pay may be granted by the Trustees.

### 8.2 – Adoptions

Administrators adopting a minor child may receive sick leave with pay, or an employee necessity leave without pay, which shall commence upon receiving de facto custody of said child, or earlier, if necessary to fulfill the requirements of adoption.

### 8.3 – Returning from Leave of Absence

An administrator, upon return from leave granted pursuant to 8.1 through 8.2, will maintain his/her same position on the salary schedule unless the administrator had qualified for salary advancement at the time the leave was granted. Administrators, while on one of the above-mentioned leaves, may continue to participate in the Group Health Plan at the administrators' expense.

An administrator shall be assigned to as near the same position which he held at the time said leave commenced. Administrators returning from leave shall notify the District on or before March 15<sup>th</sup>, of their intent to return to work at the start of the following school year. Failure to comply with the provisions of this Article will terminate the re-employment agreement.

### 8.4 – Benefits

Benefits to which the administrators were entitled at the time their leave of absence commenced, including unused accumulated sick leave, shall be restored to these administrators granted leave pursuant to this Article upon their return.

Administrators, while on any of the above-mentioned leaves without pay, are not eligible to receive sick leave or retirement credit. Administrators shall not receive increment credit for leave granted pursuant to 8.1 to 8.2.

#### 8.5 – Changed Circumstances

If the conditions change under which an administrator is granted leave pursuant to 8.1 and 8.2 of this Article, the administrator may request return to active status. Said request is to be submitted in writing to the director of personnel. The director of personnel will return the administrator to active status when a vacancy occurs for which the administrator is qualified.

#### 8.6 – Extending or Renewing a Leave of Absence

All leaves and extensions or renewals of leaves shall be applied for and granted or denied in writing by the superintendent.

### ARTICLE 9 - MILITARY LEAVE

9.1 Military leave will be granted to administrators under the provisions of Federal Law, Nevada Revised Statutes, District Policy and District Regulation.

### ARTICLE 10 - ABSENCE FOR JURY DUTY

#### 10.1 – Jury Duty

Absence for jury duty shall not count in calculating absence limitation under other sections. The salary paid by the District under such absence shall be at the regular rate.

#### 10.2 – Court Appearances

Absence for court appearances which are the result of legal actions affecting the contractual obligations of administrative personnel shall not be counted against the sick leave of the administrator involved nor shall that administrator be docked pay.

#### 10.3 – Procedure for Jury Duty Absence

Employees will submit to the Superintendent or designee jury documentation prior to the summons date. Employees will be released from all school obligations the entire day of a jury summons, even if the jury duty lasts only a portion of a day.



#### 10.4 – Confirmation of Jury Duty

Employees will contact the Superintendent or designee before each day of jury duty to indicate that their jury obligation is still in effect.

#### ARTICLE 11 (Eliminated 2025-2026)

#### ARTICLE 12 - ANNUAL LEAVE

##### 12.1 Administrators – 225-day Contract

###### 12.1-1 – Annual Leave Accrual

During the 12-month period beginning July 1<sup>st</sup> and ending June 30<sup>th</sup> of the following year, administrators employed on a 225-day contract will earn annual leave at the rate of two days each month, for a total of twenty-four (24) days each year.

###### 12.1-2 – Accumulation of Annual Leave

Administrators may not have more than ninety (90) days of annual leave accumulated in their account as of June 30<sup>th</sup> of each year. Therefore, administrators must use their annual leave in a manner which will place them at or below the ninety (90) day limit of accrued leave as of June 30<sup>th</sup> of each year or lose the amount of leave which exceeds the limit on that date.

Note: The parties understand that the District will be enforcing the ninety (90) day maximum effective December 31, 2009.

###### 12.1-3 – Use of Annual Leave

An administrator may use up to five (5) days of annual leave during student contact days during a school year without seeking prior approval from his or her supervisor. After an administrator has used five (5) days of annual leave during student contact days, he or she must seek prior written approval from his or her supervisor before using any additional annual leave during student contact days.

##### 12.2 Administrators – 201, 205 and 214-day Contracts

###### 12.2-1 – Annual Leave Accrual

During the period of employment for each full school year, administrators employed on 201 day contracts will earn annual leave at the rate of five (5) days each year, which can be prorated if there is a hire and/or transfer mid-year.

During the period of employment for each full school year, administrators employed on 205 day contracts will earn annual leave at the rate of six (6) days each year, which can be prorated if there is a hire and/or transfer mid-year.

During the period of employment for each full school year, administrators employed on 214 day contracts will earn annual leave at the rate of ten (10) days each year, which can be prorated if there is a hire and/or transfer mid-year.

#### 12.2-2 – Use of Annual Leave

An administrator may use up to five (5) days of annual leave during student contact days during a school year without seeking prior approval from his or her supervisor. After an administrator has used five (5) days of annual leave during student contact days, he or she must seek prior written approval from his or her supervisor before using any additional annual leave during student contact days.

### 12.3 Payment for Unused Annual Leave

#### 12.3-1 – Compensation for Annual Leave

At termination of service, administrative employees shall be compensated for all accrued annual leave which is available for use on the date of separation up to a maximum of ninety (90) days at the administrator's daily rate of pay.

## ARTICLE 13 - SICK LEAVE

### 13.1 – Policy for Use of Sick Leave

Sick leave is leave that is granted an administrative employee under the terms of the Agreement who is unavoidably absent because of personal illness or injury. The determination of whether sick leave is to be compensated for or not shall be made on the basis of the provisions set forth below. The parties incorporate herein by this reference the provisions of NRS 391.180, NAC 284.554, and NAC 284.558, which defines sick leave and use.

### 13.2 – Use of Sick Leave for care of Others

Accumulated sick leave not to exceed a total of 15 days in any one school year may be used for giving care or help to a family member or friend who is ill or injured, or for bereavement leave for the death of a family member or friend or for making of arrangements for or attendance at a funeral for such a person. Extensions beyond the 15 days may be granted by the Trustees.

### 13.3 – Accrual of Sick Leave and Proration Policy

Administrative employees covered by this Agreement shall be credited with fifteen (15) days of sick leave at the beginning of the contract year. In the event an employee does not complete the number of days required by the contract, the number of sick leave days used in excess of the number of prorated days earned will be deducted when the final pay of the terminating employee is computed. Employees who begin service later in the contract year shall be credited with the number of days of sick leave that may be prorated for each month of service that may be completed by the end of the contract year.

### 13.4 – Policy for Accumulation of Sick Leave

Employees on the administrative salary schedule have unlimited accumulation of sick leave.

### 13.5 – Sick Leave is Compensated Leave

Absence due to sick leave will be compensated leave in accordance with the above provisions.

### 13.6 – District Will Review Sick Leave Use

The District shall periodically review sick leave usage of all administrative employees. If the review indicates that an employee's use of sick leave is excessive, questionable, or not in accordance with the provisions of this Article, the District may require an administrative employee to undergo a physical examination or to submit a written certificate from physician of the employer's choice confirming the necessity of an absence due to illness. The cost of the physical examination or the report from the physician is to be paid for by the District.

### 13.7 – Conversion of Sick Leave Upon Becoming an Administrator Under this Agreement

When a teacher employed by the District who worked 7.5 hours per day becomes an administrator and is required to work 8 hours per day, he will have his accumulated sick leave hours converted by dividing the number of hours by 7.5 and then multiplying by 8. Any administrator who has had his/her accumulated sick leave converted by this formula who later returns to a teaching or other position requiring 7.5 hours per day shall have his sick leave hours reconverted by dividing the total hours by 8 and then multiplying by 7.5.

Note: This Article is adopted because employees earn sick leave on a daily rate but the District keeps track of earning and usage of the leave on an hourly basis. This creates an inequity when an employee changes from a 7.5 hour day to an 8 hour day.

### 13.8 – Conversion of Sick Leave to Annual Leave

Effective in the 2004-2005 school year, each year, an Administrator with more than 165 accumulated sick leave days may convert a maximum of 15 sick leave days to 1 annual leave day. The Administrator must always maintain a sick leave balance, after conversion, that is equal to or greater than 150 days in order to be able to convert sick days to 1 annual leave day. An Administrator who intends to convert sick leave days to 1 annual leave day must notify the District by September 30th on a form provided by District finance.

## ARTICLE 14 - SICK LEAVE BANK

### 14.1 – Establishment of Sick Leave Bank

A sick leave bank is established to provide assistance to members of the Association who have long-term illnesses and/or disabilities and who have exhausted their accumulated sick leave. The repository of sick leave days in the bank will be derived from the voluntary contributions of accumulated sick leave days by individual members of the Association. For the establishment, operation and maintenance of the sick leave bank, the following rules and limitations apply:

#### 14.1-1 Sick Leave Bank Rules and Limitations

- a. Individual members of the Association may, initially, contribute up to five (5) days of their accumulated sick leave.
- b. After a member has contributed five (5) days, he or she may contribute up to three (3) days additional sick leave days per year but only with the recommendation and approval of the Association executive committee.
- c. At the time of their retirement, an individual member may contribute up to twenty (20) days of their accumulated sick leave days. Such contributions shall be deducted from the accumulated sick leave before payment for unused sick leave is calculated.
- d. Only those members of the Association who have contributed to the sick leave bank will be eligible to draw sick leave benefits from the bank.
- e. Only those members of the Association who have been employed by the Carson City School District for three (3) or more years will be eligible to draw benefits from the sick leave bank.
- f. The maximum cumulative number of days a member of the Association may draw from the sick leave bank is thirty (30) days.
- g. Members of the Association requesting benefits from the sick leave bank must submit their requests in writing to the Association executive committee. The committee will in turn make a recommendation to the Board of Trustees whose decision is final.

- h. At the start of each school year, there will be a nine (9) week open enrollment period during which members of the Association must notify the personnel department (or other appropriate department) in writing of their intent to participate in the sick leave bank.
- i. Members of the Association wishing to discontinue their participation in the sick leave bank must so notify the personnel department (or other appropriate department) in writing during the open enrollment period. Such withdrawal will not result in the reimbursement of sick leave days previously contributed by the member to the sick leave bank.

## ARTICLE 15 - PAYMENT FOR UNUSED SICK LEAVE

### 15.1 – Sick Leave Payments to Estates

The value of an administrator's unused sick leave shall be paid to the estate of any administrator who dies while in the employment of the District at the rate of said administrator's daily wage at time of death for a maximum of sixty (60) days.

### 15.2 – Sick Leave Payments Upon Voluntary Termination

Payment of unused sick leave will be granted upon voluntary termination from the District on the following conditions:

#### 15.2-1 - Qualifications for Program

Administrators must have completed ten (10) or more consecutive years of service with the District.

#### 15.2-2 – Method for Payment

Accumulated sick leave will be paid at the following specified percentage of the administrator's daily rate of pay for a maximum of 200 days for any one individual.

##### 15.2-2-1 – Fewer than 15 Years of Service

For administrators with ten (10), but less than fifteen (15) years of eligible service, at 16% of the administrator's daily rate of pay;

##### 15.2-2-2 – Fewer than 20 Years of Service

For administrators with fifteen (15), but less than twenty (20) years of eligible service at 18% of the administrator's daily rate of pay;

### 15.2-2-3 – 20 or More Years of Service

For administrators with twenty (20) or more years of eligible service at 20% of the administrator's daily rate of pay.

### 15.2-3 – Notice Requirement

To qualify for payment of unused sick leave at the conclusion of the contractual year, an administrator must give notification of intent to terminate no later than April 10 of that year.

## ARTICLE 16 - PROFESSIONAL COMPENSATION

### 16.1-A – Salary Schedules – See attached Appendix A and B.

Compensation:

Compensation for FY 2025 – FY 2026 is reflected on the Salary Schedules attached hereto as Appendix A.

In FY 2026-2027 an additional step at the current step rate will be added to the bottom of all salary schedules for the 2026-2027 school year.

### 16.1-2 - Placement on the Salary Schedule

#### 16.1-2-1 – In-District Promotions

In-District Promotions: Placement on the Administrative Salary Schedule will be on the appropriate column at the step that provides at least a 3.0% salary schedule increase above the new administrator's next year contract between the licensed employee and the Carson City School District. Administrators may not be paid above the top step in the appropriate column.

#### 16.1-2-2 – Outside District Hiring

Outside District Hiring: Placement on the Administrative Salary Schedule will be at the appropriate column and base salary step as deemed appropriate by the Director of Human Resources.

#### 16.1-2-3 – Promotions on the Administrative Salary Schedule

Promotions on the Administrative Salary Schedule: Once an Administrator is paid on the Administrator's salary schedule, future promotions will be at the step in the new column at the lowest step that provides at least a 5.0% salary schedule increase above the administrator's prior year contract with Carson City School District. Administrators may not be paid above the top step in the appropriate column.

#### 16.1-2-4 - Definitions

“Appropriate column” used in this section means the column corresponding to the Administrative classification into which the employee is promoted or hired. “Prior year contract” used in this section includes compensation subject to Nevada PERS contributions but excludes all supplemental compensation earned pursuant to Article 14 of the OCEA Contract.

#### 16.1-2-5 – Initial Placement on the Administrative Salary Schedule

Initial placement on the Administrative Salary Schedule above step 1 does not denote years of Administrative service which is computed as whole contracted years on the Administrative Salary Schedule in the Carson City School District.

### 16.2

The District agrees to pay the administrative employee's contribution to the Public Employees Retirement System (PERS).

### 16.3 Longevity Increments.

#### 16.3-1 – Employee with 10 Years of Service

Effective for the 2025-2026 school year a stipend of \$1,000 will be added to the base pay of each employee who has completed ten years of eligible service.

#### 16.3-2 - Employee with 15 Years of Service

Effective for the 2025-2026 school year a stipend of \$2,000 will be added to the base pay of each employee who has completed fifteen years of eligible service.

#### 16.3-3 - Employee with 20 Years of Service

Effective for the 2025-2026 school year a stipend of \$2,500 will be added to the base pay of each employee who has completed twenty years of eligible service. The stipend in section 16.3-2 is not added to the stipend in section 16.3-1.

#### 16.3-4 - Employee with 25 Years of Service

A stipend of \$4,000 will be added to the base pay of each employee who has completed twenty-five years of eligible service. The stipend in section 16.3-3 is not added to the stipend in section 16.3-1 and 16.3-2.

The above stipends are payable on or before June 30th.

#### 16.4 Administrative Hourly Rate

##### 16.4-1 – Meetings and Interviews outside of the School Year

From time to time, administrators who work 201, 205, 214, or 225 days may be called upon to participate in interviews of applicants for positions with the District. In addition, the Superintendent may require attendance at meetings and conferences held within 10 days prior to or 8 days after the end of school or during the school year. The interviews and required meetings will be considered as part of their required working days.

##### 16.4-2 – Work outside of the School Year

Only upon obtaining the prior approval of the Superintendent, administrators who work their full required schedule of 201, 205, 214, or 225 days and are called for work between 8 days after the end of school and 10 days before the start of the next school year, will be paid an administrative hourly rate determined by dividing step 3 of the elementary principal base column by 1600 hours. This is exclusive of interviews. Time spent interviewing between the 8 days after and the 10 days prior to the next school year will be considered as time worked in the following school year.

### ARTICLE 17 - PERS CHANGES TO CONTRIBUTION RATE

#### 17.1 – Increases to PERS Contribution Rate

When increases to PERS Contribution Rate occur for regular members, the appropriate condition will begin on the effective date of the retirement contribution rate increase:

##### 17.1-1 – Reductions in Pay Associated with PERS Contribution Rates

When regular members (employees) are not receiving a pay increase, the Association pay schedule will be reduced by one-half the amount of the change to the PERS Contribution Rate (NRS 286.421(3))

##### 17.1-2 – Reduction in Pay Increases Associated with PERS Contribution Rates

When regular members (employees) are to receive a pay increase equivalent to one-half the amount of change to the PERS Contribution Rate there will be no change to the Administrators Salary Schedule. The member in this case is paying his portion of the rate increase in lieu of an equivalent pay increase.

##### 17.1-3 – Reduction in Pay Increases Associated with PERS Contributions Rates, Where Pay Increase will be Received



When regular members (employees) are receiving a pay increase greater than one-half of the difference in the increase of the PERS Contribution Rate, the pay increase will be reduced by the one-half difference in the PERS Contribution Rate Increase. The member in this case is paying his portion of the rate increase by salary reduction.

#### 17.2 – Reductions to PERS Contribution Rate

When reductions to the PERS Contribution Rate occur for regular members, the appropriate condition will begin on the effective date of the retirement contribution rate reduction:

##### 17.2-1 – Impact of Reduction of PERS Contribution Rate on Pay, where there is No Increase to Base Pay

When regular members (employees) are not receiving a pay increase, the Administrators Salary Schedule will be increased by one-half the amount of the change to the PERS Contribution Rate.

##### 17.2-2 – Impact of Reduction of PERS Contribution Rate on Pay, where there is an Increase to Base Pay

When regular members (employees) are to receive a pay increase equivalent to the one-half in reduction of the PERS Contribution Rate, the Administrators Salary Schedule will be increased by the one-half equivalent pay increase and by one-half the amount of the reduction to the PERS Contribution Rate.

##### 17.2-3– Impact of Reduction of PERS Contribution Rate on Pay, where there is an Increase to Base Pay (Increase Greater than ½ PERS Rate Change)

When regular members (employees) are receiving a pay increase greater than one-half of the difference in the reduction of the PERS Contribution Rate, then pay increase will be increased by that one-half reduction in the PERS Contribution Rate, and by any additional pay increase. The member in this case is paying his portion of the rate increase through a salary increase.

17.2-4 For the term of this Agreement, the District agrees to pay the employees' portion of any PERS increases in 2025, 2027, and 2029. This provision shall sunset upon reaching the term of this Agreement.

## ARTICLE 18 - HEALTH INSURANCE

#### 18.1 – District Contribution

The District will contribute the single employee premium for all full time administrative employees on the payroll an average of twenty hours or more per week. In the event that the single employee premium for said employees should increase prior to the expiration of

the contract or prior to a subsequent contract being negotiated between the parties, the District shall pay such increase in the single employee premium contribution during such interim period.

#### 18.2 – Carriers and Level of Insurance Coverage

The Trustees may advertise for bids from another carrier. The level of insurance coverage for any new proposal secured by the District shall be subject to negotiations pursuant to NRS 288.150 (f).

#### 18.3 – Alternative Coverage

The Association will allow the District to add an additional medical plan option to the existing medical plans which may be selected by employees during open enrollment periods as an alternative to the existing group medical care coverage.

#### 18.4 – Payroll Records and Deductions

The District also agrees to provide payroll deduction for additional premiums and to provide such reasonable record keeping and verification of employment as may be required by the insurance carrier.

#### 18.5 - 401 (A) Plan

Effective July 1, 2003, employees retiring or terminating employment with compensation due in connection with unused annual leave, sick leave, or other separation payments will be paid in the form of deferred compensation through a defined 401 (A) special pay plan with a third-party administrator. Employees are immediately 100% vested in all contributions to the plan.

#### 18.6 – District Insurance Committee

Subject to approval of all three (3) District bargaining units the Association shall appoint two (2) of its members to serve on the District Insurance Committee with the authority to make recommendations to the Trustees on health insurance plan design and level of benefits. The recommendations by the District Insurance Committee are binding on all three (3) District bargaining units. The District Insurance Committee will be composed of two (2) voting members appointed by the District Superintendent, two (2) voting members appointed by the Administrators Associations, two (2) voting members appointed by the Classified Association, and two (2) voting members appointed by the Teachers Association. A recommendation to the Trustees requires at least five (5) votes of eight (8) voting members. The personnel officer shall serve as the non-voting chair of the District Insurance Committee.

### ARTICLE 19 - LIFE INSURANCE

### 19.1 – Life Insurance Coverage

The District will provide all administrative employees life insurance coverage of \$20,000.00. [Age Reduction: Coverage amounts for the employee reduce 35% at age 70, an additional 20% at age 75, an additional 15% at age 80 and a final 10% at age 85.]

## ARTICLE 20 - NO STRIKE/WORK STOPPAGES

It is hereby agreed by the Association that there will be no strikes, stoppages of work or slowdown of the operations of the School District during the term of this Agreement.

## ARTICLE 21 - DUES DEDUCTIONS

### 21.1 – Exclusive Deductions for Dues

The District shall deduct dues from the salaries of members covered by this Agreement exclusively for:

- a. The Association; and
- b. The Nevada Association of School Administrators.

### 21.2 – Amount of Dues Deductions

All requests for such deductions must be in accordance with the laws of Nevada (NRS 608.110). Those monies so deducted will be promptly transmitted to the Associations listed in 19.1 above.

### 21.3 – Rate Certification by Association

The Association will certify to the School District in writing the current rate of membership dues. The School District will be notified of any change in the rate of membership dues thirty (30) days prior to the effective date of such change.

### 21.4 – Installments

The deductions referred to in this Article will be made in equal installments once each month during the school year. The District will not be required to honor for any month's deduction any authorization that is delivered to it later than the fifteenth (15th) of the month prior to the distribution of the payroll from which the deduction is to be made.

### 21.5 – Authorization Forms

The Association will provide the authorization forms required for dues deductions.

## ARTICLE 22 - GENERAL SAVINGS CLAUSE

- 22.1 If any provision of this Agreement or any application thereof to any employee or group of employees is found contrary to law, then such provision or application will be invalid and will remain in effect only to the extent permitted by law; however, all other provisions or applications will continue in full force and effect.

## ARTICLE 23 - PROGRESSIVE DISCIPLINE

### 23.1 – Compliance with NRS Chapter 391

Except as otherwise provided by this Agreement, demotion, suspension, dismissal and non-renewal action taken against administrators covered by this Agreement shall comply with all provisions of NRS Chapter 391.

### 23.2 – Disciplinary Procedure and Policy

Demotion, suspension, dismissal and non-renewal actions taken against administrators in accordance with NRS 391 shall be, whenever appropriate, progressive in nature and shall be reasonably related to the nature of the problem.

The District has developed, in conjunction with the Association, a disciplinary manual titled “Administrator Procedure Manual, Progressive Employee Discipline.” The District agrees to follow the disciplinary procedures outlined in that manual and further agrees not to modify the manual without first obtaining written approval from the Association.

1. On an annual basis, or as often as practicable, the District and the Association shall work together to update the Administrator Procedure Manual, Progressive Employee Discipline. The manual shall be reviewed periodically and updated as needed.
2. All supervisors shall be trained in the correct procedure of the updated Administrator Procedure Manual, Progressive Employee Discipline.
3. All Administrator Employees shall receive a copy of the current updated Administrative Procedure Manual, Progressive Employee Discipline.

### 23.3 – Observations Leading to Unsatisfactory Evaluation or Direction for Change

Any observation which results in an unsatisfactory written evaluation or a direction for change shall be called to the attention of the administrator, in writing, within fifteen (15) working days after the observation.

## ARTICLE 24 - TRANSFERS

### 24.1 – Lateral Transfers

Upon a vacancy an administrator may request to be considered for a lateral transfer (i.e., within the same pay column) or at a lower pay column. The lateral transfer applicant will not have to take part in any reexamination or compete in a promotional elimination process to be considered for a lateral transfer. The District is not obligated to grant such transfer requests and it may choose to fill any vacancy in the normal promotional process. However, a request for transfer for an administrative position shall be announced prior to the normal promotion process within the District, or prior to announcement for outside the District applications.

### 24.2 – Notice of Denial of Transfer Request

Administrators not granted a transfer request shall have the reasons for the denial of transfer stated in writing upon request.

## ARTICLE 25 - BUILDING ADVISORY COMMITTEES

- 25.1 The purpose of Building Advisory Committees is to increase communication between building administrators and faculty at each school.

Any recommendations from these Committees are advisory only.

## ARTICLE 26 - LAYOFFS/REDUCTION IN FORCE PROCEDURE

### 26.1 – Reduction in Force

The District retains the sole right to determine when a reduction in force is necessary due to lack of funds as provided in NRS 288.150(3)(b), restructuring required by the Nevada Department of Education, reduction of students or District reorganization including closure of school(s) and what school(s) and at what administrative level such a reduction will occur. The Association will be consulted by the Superintendent in the event of a reduction in force to help determine how its membership will be affected. As allowed by NRS 391.3116 reduction in force including refusal to reemploy for reduction of students or District reorganization shall be pursuant to this Article and not NRS Chapter 391. Except as expressly provided in sections 26.2.3 and 26.2.4 implementation of reduction in force does not allow more senior Administrators to bump or displace less senior administrators. The District and Association agree that where possible the most qualified employees shall be retained in any layoff or reduction in force. Implementation of the provisions of this Article is within the sole discretion of the Superintendent and is not subject to the grievance procedure except to appeal procedural violations of this Article.

### 26.2 – Reduction in Force Process

Subject to the determinations in 26.1 above, the District agrees to the following:

#### 26.2.1 - Volunteers

Administrative employees who volunteer to vacate a position affected by the reduction in force by retirement, resignation, or reassignment will be the first to be reduced in force.

#### 26.2.2 - Evaluations/Admonitions

If the necessary reductions cannot be made at school(s) identified for reduction in force through voluntary means, as outlined in 26.2.1, then employees who have received unsatisfactory evaluation(s) in the current assignment or written admonition(s) within the period allowed by NRS 391.313 will next be reduced in force as solely determined by the Superintendent in accordance with NRS 288.151.

#### 26.2.3- Use of Seniority in RIF

If the necessary reductions cannot be made at school(s) identified for reduction in force as provided in 26.2.1 or 26.2.2, then the reduction in classification(s) and at school(s) identified for reduction in force shall be determined by the Superintendent who will identify administrator's to be laid off in accordance with NRS Chapter 391. If the administrator to be laid off is a vice principal (who does not have an unsatisfactory evaluation or written admonition in the current administrative assignment) then the vice principal may resign or choose to displace a less senior dean who will be laid off. In the event the vice principal declines to exercise such options, he/she shall be laid off.

If the basis for RIF set out in NRS Chapter 391 have already been complied with to determine which individuals are susceptible for RIF, then the District may use seniority, based on total years with the District as an administrator, to determine whether the dean is less senior than the Vice Principal. If the vice principal and dean have the same District administrative experience then total administrative experience shall be the tie-breaker. If the tie cannot be broken based on total administrative experience then total District experience as an administrator and a teacher shall be the tie breaker. If the above tie breakers do not break the tie then the tie will be broken by flipping a coin.

#### 26.2.4 - RIF Due to Closure of an Elementary School

Elementary principals who become subject to a reduction in force due to closure of school may choose to displace the least senior vice principal at one of the remaining Elementary Schools at no penalty to salary within one year or must be laid off. The least senior Elementary vice principal is determined based on total years with the District as an administrator. If two or more Elementary vice principals have the same District administrative experience, then the subject administrator's total administrative experience shall be reviewed and used as the tie breaker. If the tie cannot be broken based on total administrative experience, then total District experience as an administrator and a teacher

shall be the tie breaker. The least senior Elementary vice principal choose to displace a less senior dean as provided in 26.2.3 (which Dean will be laid off) or resign or be laid off.

At the end of the year where there was no salary reduction pursuant to this section, the administrator will be paid at a salary commensurate to the administrative assignment in the second year.

#### 26.2.5 - Transfer and Reassignment to Teaching Positions

When no other administrative positions are available, administrators who become subject to a reduction in force will be given priority for any available teaching positions that are consistent with their licensure and qualifications if available and consistent with and not in conflict with the Certified Agreement.

#### 26.2.6 - Reduction in Force and Seniority

Administrators who become subject to a reduction in force shall not lose their administrative seniority, regardless of the position to which they are transferred or reassigned to fill.

### 26.3 Recall From a Reduction in Force

Administrators who are subject to a reduction in force shall be recalled to available administrative positions (below level of principal) starting with the most senior administrator and working backwards to the least senior administrator, provided that the administrator continues to be licensed and qualified for any available position in the District as determined by the Superintendent.

#### 26.3.1 - Right of Recall Notice

The District shall notify affected administrators by certified mail, return receipt requested, to the administrator's last known address, of the availability of administrative positions in the District. An administrator who has been notified, as specified herein, shall have 10 business days (Monday through Friday not including observed holidays) after signed receipt of certified letter to respond in writing to the notice with his or her acceptance or rejection of the offer. If the administrator accepts the position, he or she shall have 20 calendar days to return to work, or the offer will be withdrawn. Recall will involve site panel interview where administrative classification (principal, vice principal or dean) was not previously occupied by recalled administrator.

#### 26.3.2 - Right of Recall, Limitations

The right to recall for administrators that have become subject to a reduction in force, including the right of notice outlined in 26-3-1, shall continue for a period of one year from the effective date of the reduction/layoff up until the day before the beginning of the school year. If, however, within the one-year period, an administrator refuses a District position

for which he or she is licensed and qualified, the administrator's recall rights shall be forfeited.

### 26.3.3 - Right of Recall as a Teacher

See Ormsby County Employees Association contract.

## ARTICLE 27 - TERM OF AGREEMENT

### 27.1

This Agreement, when ratified by both parties, shall become effective July 1, 2025, and shall remain in effect until June 30, 2029.

The District may reopen the Agreement to address a "fiscal emergency" in accordance with the requirements of NRS 288.150(4).

**Legislative Trigger and Limited Reopener:** Should the Nevada State Legislature act to provide the Carson City School District with the funding for school staff wage increases, funding which is greater than a two percent (2%) cost of living adjustment non-inclusive of funding attributable for coverage of step increases, the parties agree to reopen this contract on the singular issue of compensation to negotiate increases to the agreed upon salary increases for the next fiscal year(s) covered by this Agreement. A reopener of the compensation article to negotiate increases to the compensation Article will not open any other terms of this Agreement for negotiation.

### 27.2

This Agreement shall immediately terminate in the event recognition is withdrawn and sustained after all avenues of appeal have been exhausted in accordance with NRS 288.

#### CARSON CITY ADMINISTRATORS ASSOCIATION

President Dr. Jennifer Ward Date 10/16/2025

Negotiations Chairman [Signature] Date 10/16/2025

#### CARSON CITY BOARD OF SCHOOL TRUSTEES

President [Signature] Date 10-14-25

Clerk Holly Walt Date 10/14/25



## Appendix A – 2025-2026 Salary Schedules

### Carson City School District Site Administration Salary Schedule 2025-2026

ES Principal - 214 days						ES Vice Principal - 205 days					
Step	Base	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.	Step	Base	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.
3	\$99,021	\$101,001	\$102,487	\$103,972	\$105,457	3	\$86,422	\$88,404	\$89,891	\$91,378	\$92,864
4	\$101,608	\$103,588	\$105,074	\$106,560	\$108,045	4	\$88,632	\$90,614	\$92,101	\$93,588	\$95,074
5	\$104,275	\$106,255	\$107,741	\$109,227	\$110,711	5	\$90,910	\$92,892	\$94,379	\$95,866	\$97,352
6	\$107,021	\$109,001	\$110,487	\$111,973	\$113,458	6	\$93,254	\$95,235	\$96,722	\$98,209	\$99,695
7	\$109,850	\$111,830	\$113,316	\$114,802	\$116,287	7	\$95,669	\$97,650	\$99,137	\$100,624	\$102,110
8	\$112,764	\$114,744	\$116,230	\$117,715	\$119,200	8	\$98,157	\$100,139	\$101,626	\$103,113	\$104,599
9	\$115,763	\$117,743	\$119,229	\$120,714	\$122,199	9	\$100,719	\$102,701	\$104,188	\$105,675	\$107,161
10	\$118,856	\$120,836	\$122,321	\$123,807	\$125,292	10	\$103,359	\$105,340	\$106,827	\$108,314	\$109,800
11	\$122,038	\$124,018	\$125,504	\$126,990	\$128,474	11	\$106,076	\$108,057	\$109,544	\$111,031	\$112,517
12	\$125,317	\$127,297	\$128,783	\$130,269	\$131,754	12	\$108,876	\$110,858	\$112,345	\$113,832	\$115,318
13	\$128,695	\$130,675	\$132,160	\$133,646	\$135,131	13	\$111,761	\$113,742	\$115,229	\$116,716	\$118,202
14	\$132,174	\$134,154	\$135,639	\$137,125	\$138,610	14	\$114,731	\$116,712	\$118,199	\$119,686	\$121,172

  

MS Principal - 225 days						MS Vice Principal - 205 days					
Step	Master's	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.	Step	Master's	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.
3	\$106,302	\$108,245	\$109,703	\$111,161	\$112,618	3	\$89,905	\$91,827	\$93,270	\$94,712	\$96,153
4	\$109,115	\$111,058	\$112,516	\$113,974	\$115,431	4	\$92,231	\$94,153	\$95,595	\$97,037	\$98,480
5	\$112,014	\$113,957	\$115,415	\$116,873	\$118,330	5	\$94,626	\$96,548	\$97,991	\$99,433	\$100,874
6	\$115,000	\$116,943	\$118,401	\$119,859	\$121,316	6	\$97,094	\$99,015	\$100,458	\$101,900	\$103,341
7	\$118,075	\$120,018	\$121,476	\$122,934	\$124,391	7	\$99,637	\$101,559	\$103,002	\$104,444	\$105,885
8	\$121,242	\$123,185	\$124,643	\$126,101	\$127,558	8	\$102,254	\$104,177	\$105,619	\$106,898	\$108,503
9	\$124,504	\$126,447	\$127,905	\$129,363	\$130,820	9	\$104,950	\$106,872	\$108,314	\$109,807	\$111,199
10	\$127,865	\$129,808	\$131,266	\$132,724	\$134,181	10	\$107,728	\$109,651	\$111,034	\$112,535	\$113,977
11	\$131,326	\$133,269	\$134,727	\$136,185	\$137,642	11	\$110,589	\$112,511	\$113,953	\$115,416	\$116,838
12	\$134,891	\$136,834	\$138,292	\$139,750	\$141,207	12	\$113,535	\$115,458	\$116,900	\$118,342	\$119,784
13	\$138,562	\$140,505	\$141,963	\$143,421	\$144,878	13	\$116,571	\$118,493	\$119,935	\$121,377	\$122,819
14	\$142,344	\$144,287	\$145,745	\$147,203	\$148,660	14	\$119,697	\$121,619	\$123,061	\$124,504	\$125,945

Carson City School District  
Site Administration Salary Schedule 2025-2026

CHS Principal - 225 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$109,492	\$111,435	\$112,893	\$114,351	\$115,808
4	\$112,401	\$114,344	\$115,802	\$117,260	\$118,717
5	\$115,398	\$117,341	\$118,799	\$120,257	\$121,714
6	\$118,485	\$120,428	\$121,886	\$123,344	\$124,801
7	\$121,666	\$123,609	\$125,067	\$126,525	\$127,982
8	\$124,939	\$126,882	\$128,340	\$129,798	\$131,255
9	\$128,313	\$130,256	\$131,714	\$133,172	\$134,629
10	\$131,787	\$133,730	\$135,188	\$136,646	\$138,103
11	\$135,366	\$137,309	\$138,767	\$140,225	\$141,682
12	\$139,052	\$140,995	\$142,453	\$143,911	\$145,368
13	\$142,849	\$144,792	\$146,250	\$147,708	\$149,165
14	\$146,759	\$148,702	\$150,160	\$151,618	\$153,075

HS Vice Principal - 205 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$92,685	\$94,667	\$96,154	\$97,641	\$99,127
4	\$95,083	\$97,065	\$98,552	\$100,039	\$101,525
5	\$97,552	\$99,534	\$101,021	\$102,508	\$103,994
6	\$100,096	\$102,078	\$103,565	\$105,052	\$106,538
7	\$102,718	\$104,700	\$106,187	\$107,674	\$109,160
8	\$105,417	\$107,399	\$108,886	\$110,373	\$111,859
9	\$108,196	\$110,178	\$111,665	\$113,152	\$114,638
10	\$111,060	\$113,042	\$114,529	\$116,016	\$117,502
11	\$114,010	\$115,991	\$117,478	\$118,965	\$120,451
12	\$117,047	\$119,029	\$120,516	\$122,003	\$123,489
13	\$120,176	\$122,158	\$123,645	\$125,132	\$126,618
14	\$123,399	\$125,380	\$126,867	\$128,354	\$129,840

Secondary Dean - 201 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$83,494	\$85,437	\$86,895	\$88,353	\$89,810
4	\$85,624	\$87,567	\$89,025	\$90,483	\$91,940
5	\$87,818	\$89,761	\$91,219	\$92,677	\$94,134
6	\$90,077	\$92,020	\$93,478	\$94,936	\$96,393
7	\$92,404	\$94,347	\$95,805	\$97,263	\$98,720
8	\$94,801	\$96,744	\$98,202	\$99,660	\$101,117
9	\$97,271	\$99,214	\$100,672	\$102,130	\$103,587
10	\$99,813	\$101,756	\$103,214	\$104,672	\$106,129
11	\$102,433	\$104,376	\$105,834	\$107,292	\$108,749
12	\$105,131	\$107,074	\$108,532	\$109,990	\$111,447
13	\$107,910	\$109,853	\$111,311	\$112,769	\$114,226
14	\$110,772	\$112,715	\$114,173	\$115,631	\$117,088

Adult Prison ED - 225 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$100,235	\$102,178	\$103,636	\$105,094	\$106,551
4	\$102,867	\$104,810	\$106,268	\$107,726	\$109,183
5	\$105,577	\$107,520	\$108,978	\$110,436	\$111,893
6	\$108,370	\$110,313	\$111,771	\$113,229	\$114,686
7	\$111,246	\$113,189	\$114,647	\$116,105	\$117,562
8	\$114,208	\$116,151	\$117,609	\$119,067	\$120,524
9	\$117,260	\$119,203	\$120,661	\$122,119	\$123,576
10	\$120,403	\$122,346	\$123,804	\$125,262	\$126,719
11	\$123,639	\$125,582	\$127,040	\$128,498	\$129,955
12	\$126,975	\$128,918	\$130,376	\$131,834	\$133,291
13	\$130,409	\$132,352	\$133,810	\$135,268	\$136,725
14	\$133,945	\$135,888	\$137,346	\$138,804	\$140,261

Assistant Director - 201 Days

Step	Master's+60 or Ph.D.				
	Base	Master's +15	Master's+30	Master's+45	
3	\$84,736	\$86,679	\$88,137	\$89,595	\$91,052
4	\$86,903	\$88,846	\$90,304	\$91,762	\$93,219
5	\$89,136	\$91,079	\$92,537	\$93,995	\$95,452
6	\$91,434	\$93,377	\$94,835	\$96,293	\$97,750
7	\$93,802	\$95,745	\$97,203	\$98,661	\$100,118
8	\$96,242	\$98,185	\$99,643	\$101,101	\$102,558
9	\$98,754	\$100,697	\$102,155	\$103,613	\$105,070
10	\$101,342	\$103,285	\$104,743	\$106,201	\$107,658
11	\$104,006	\$105,949	\$107,407	\$108,865	\$110,322
12	\$106,752	\$108,695	\$110,153	\$111,611	\$113,068
13	\$109,580	\$111,523	\$112,981	\$114,439	\$115,896
14	\$112,492	\$114,435	\$115,893	\$117,351	\$118,808

## Appendix B – 2026-2029 Salary Schedules

### Carson City School District Site Administration Salary Schedule 2026-2029

ES Principal - 214 days						ES Vice Principal - 205 days					
Step	Base	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.	Step	Base	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.
3	\$99,021	\$101,001	\$102,487	\$103,972	\$105,457	3	\$86,422	\$88,404	\$89,891	\$91,378	\$92,864
4	\$101,608	\$103,588	\$105,074	\$106,560	\$108,045	4	\$88,632	\$90,614	\$92,101	\$93,588	\$95,074
5	\$104,275	\$106,255	\$107,741	\$109,227	\$110,711	5	\$90,910	\$92,892	\$94,379	\$95,866	\$97,352
6	\$107,021	\$109,001	\$110,487	\$111,973	\$113,458	6	\$93,254	\$95,235	\$96,722	\$98,209	\$99,695
7	\$109,850	\$111,830	\$113,316	\$114,802	\$116,287	7	\$95,669	\$97,650	\$99,137	\$100,624	\$102,110
8	\$112,764	\$114,744	\$116,230	\$117,715	\$119,200	8	\$98,157	\$100,139	\$101,626	\$103,113	\$104,599
9	\$115,763	\$117,743	\$119,229	\$120,714	\$122,199	9	\$100,719	\$102,701	\$104,188	\$105,675	\$107,161
10	\$118,856	\$120,836	\$122,321	\$123,807	\$125,292	10	\$103,359	\$105,340	\$106,827	\$108,314	\$109,800
11	\$122,038	\$124,018	\$125,504	\$126,990	\$128,474	11	\$106,076	\$108,057	\$109,544	\$111,031	\$112,517
12	\$125,317	\$127,297	\$128,783	\$130,269	\$131,754	12	\$108,876	\$110,858	\$112,345	\$113,832	\$115,318
13	\$128,695	\$130,675	\$132,160	\$133,646	\$135,131	13	\$111,761	\$113,742	\$115,229	\$116,716	\$118,202
14	\$132,174	\$134,154	\$135,639	\$137,125	\$138,610	14	\$114,731	\$116,712	\$118,199	\$119,686	\$121,172
15	\$135,478	\$137,508	\$139,030	\$140,553	\$142,075	15	\$117,599	\$119,630	\$121,154	\$122,678	\$124,201

  

MS Principal - 225 days						MS Vice Principal - 205 days					
Step	Master's	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.	Step	Master's	Master's +15	Master's+30	Master's+45	Master's+60 or Ph.D.
3	\$106,302	\$108,245	\$109,703	\$111,161	\$112,618	3	\$88,151	\$90,035	\$91,450	\$92,864	\$94,277
4	\$109,115	\$111,058	\$112,516	\$113,974	\$115,431	4	\$90,431	\$92,316	\$93,730	\$95,144	\$96,558
5	\$112,014	\$113,957	\$115,415	\$116,873	\$118,330	5	\$92,780	\$94,664	\$96,079	\$97,493	\$98,906
6	\$115,000	\$116,943	\$118,401	\$119,859	\$121,316	6	\$95,199	\$97,083	\$98,498	\$99,912	\$101,325
7	\$118,075	\$120,018	\$121,476	\$122,934	\$124,391	7	\$97,693	\$99,577	\$100,992	\$102,406	\$103,819
8	\$121,242	\$123,185	\$124,643	\$126,101	\$127,558	8	\$100,259	\$102,144	\$103,558	\$104,972	\$106,386
9	\$124,504	\$126,447	\$127,905	\$129,363	\$130,820	9	\$102,902	\$104,787	\$106,201	\$107,615	\$109,029
10	\$127,865	\$129,808	\$131,266	\$132,724	\$134,181	10	\$105,626	\$107,511	\$108,925	\$110,339	\$111,753
11	\$131,326	\$133,269	\$134,727	\$136,185	\$137,642	11	\$108,431	\$110,316	\$111,730	\$113,144	\$114,558
12	\$134,891	\$136,834	\$138,292	\$139,750	\$141,207	12	\$111,320	\$113,205	\$114,619	\$116,033	\$117,447
13	\$138,562	\$140,505	\$141,963	\$143,421	\$144,878	13	\$114,296	\$116,181	\$117,595	\$119,009	\$120,423
14	\$142,344	\$144,287	\$145,745	\$147,203	\$148,660	14	\$117,361	\$119,246	\$120,660	\$122,075	\$123,488
15	\$145,903	\$147,894	\$149,389	\$150,883	\$152,377	15	\$120,295	\$122,227	\$123,677	\$125,127	\$126,575

FY 28-29 Subject to financial re-opener pending 2027 legislative session

Carson City School District  
Site Administration Salary Schedule 2026-2029

CHS Principal - 225 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$109,492	\$111,435	\$112,893	\$114,351	\$115,808
4	\$112,401	\$114,344	\$115,802	\$117,260	\$118,717
5	\$115,398	\$117,341	\$118,799	\$120,257	\$121,714
6	\$118,485	\$120,428	\$121,886	\$123,344	\$124,801
7	\$121,666	\$123,609	\$125,067	\$126,525	\$127,982
8	\$124,939	\$126,882	\$128,340	\$129,798	\$131,255
9	\$128,313	\$130,256	\$131,714	\$133,172	\$134,629
10	\$131,787	\$133,730	\$135,188	\$136,646	\$138,103
11	\$135,366	\$137,309	\$138,767	\$140,225	\$141,682
12	\$139,052	\$140,995	\$142,453	\$143,911	\$145,368
13	\$142,849	\$144,792	\$146,250	\$147,708	\$149,165
14	\$146,759	\$148,702	\$150,160	\$151,618	\$153,075
15	\$150,428	\$152,420	\$153,914	\$155,408	\$156,902

HS Vice Principal - 205 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$90,877	\$92,820	\$94,278	\$95,736	\$97,193
4	\$93,228	\$95,171	\$96,629	\$98,087	\$99,544
5	\$95,649	\$97,592	\$99,050	\$100,508	\$101,965
6	\$98,143	\$100,086	\$101,544	\$103,002	\$104,459
7	\$100,714	\$102,657	\$104,115	\$105,573	\$107,030
8	\$103,360	\$105,303	\$106,761	\$108,219	\$109,676
9	\$106,085	\$108,028	\$109,486	\$110,944	\$112,401
10	\$108,893	\$110,836	\$112,294	\$113,752	\$115,209
11	\$111,785	\$113,728	\$115,186	\$116,644	\$118,101
12	\$114,763	\$116,706	\$118,164	\$119,622	\$121,079
13	\$117,831	\$119,774	\$121,232	\$122,690	\$124,147
14	\$120,991	\$122,934	\$124,392	\$125,850	\$127,307
15	\$124,016	\$126,007	\$127,502	\$128,996	\$130,490

Secondary Dean - 201 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$83,494	\$85,437	\$86,895	\$88,353	\$89,810
4	\$85,624	\$87,567	\$89,025	\$90,483	\$91,940
5	\$87,818	\$89,761	\$91,219	\$92,677	\$94,134
6	\$90,077	\$92,020	\$93,478	\$94,936	\$96,393
7	\$92,404	\$94,347	\$95,805	\$97,263	\$98,720
8	\$94,801	\$96,744	\$98,202	\$99,660	\$101,117
9	\$97,271	\$99,214	\$100,672	\$102,130	\$103,587
10	\$99,813	\$101,756	\$103,214	\$104,672	\$106,129
11	\$102,433	\$104,376	\$105,834	\$107,292	\$108,749
12	\$105,131	\$107,074	\$108,532	\$109,990	\$111,447
13	\$107,910	\$109,853	\$111,311	\$112,769	\$114,226
14	\$110,772	\$112,715	\$114,173	\$115,631	\$117,088
15	\$113,541	\$115,533	\$117,027	\$118,522	\$120,015

Adult Prison ED - 225 days

Step	Master's+60 or Ph.D.				
	Master's	Master's +15	Master's+30	Master's+45	
3	\$100,235	\$102,178	\$103,636	\$105,094	\$106,551
4	\$102,867	\$104,810	\$106,268	\$107,726	\$109,183
5	\$105,577	\$107,520	\$108,978	\$110,436	\$111,893
6	\$108,370	\$110,313	\$111,771	\$113,229	\$114,686
7	\$111,246	\$113,189	\$114,647	\$116,105	\$117,562
8	\$114,208	\$116,151	\$117,609	\$119,067	\$120,524
9	\$117,260	\$119,203	\$120,661	\$122,119	\$123,576
10	\$120,403	\$122,346	\$123,804	\$125,262	\$126,719
11	\$123,639	\$125,582	\$127,040	\$128,498	\$129,955
12	\$126,975	\$128,918	\$130,376	\$131,834	\$133,291
13	\$130,409	\$132,352	\$133,810	\$135,268	\$136,725
14	\$133,945	\$135,888	\$137,346	\$138,804	\$140,261
15	\$137,294	\$139,285	\$140,780	\$142,274	\$143,768

Assistant Director - 201 Days

Step	Master's+60 or Ph.D.				
	Base	Master's +15	Master's+30	Master's+45	
3	\$84,736	\$86,679	\$88,137	\$89,595	\$91,052
4	\$86,903	\$88,846	\$90,304	\$91,762	\$93,219
5	\$89,136	\$91,079	\$92,537	\$93,995	\$95,452
6	\$91,434	\$93,377	\$94,835	\$96,293	\$97,750
7	\$93,802	\$95,745	\$97,203	\$98,661	\$100,118
8	\$96,242	\$98,185	\$99,643	\$101,101	\$102,558
9	\$98,754	\$100,697	\$102,155	\$103,613	\$105,070
10	\$101,342	\$103,285	\$104,743	\$106,201	\$107,658
11	\$104,006	\$105,949	\$107,407	\$108,865	\$110,322
12	\$106,752	\$108,695	\$110,153	\$111,611	\$113,068
13	\$109,580	\$111,523	\$112,981	\$114,439	\$115,896
14	\$112,492	\$114,435	\$115,893	\$117,351	\$118,808