

AGREEMENT

Between

CHURCHILL COUNTY SCHOOL DISTRICT

and the

CHURCHILL COUNTY

ADMINISTRATORS' ASSOCIATION

2023-2025

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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 Churchill County Administrators' Association (CCAA) has been recognized as the exclusive bargaining representative for the unit hereinafter described by the Churchill County Board of School Trustees (Trustees), and

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

NOW, THEREFORE, the said 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 CCAA.

ARTICLE I – DEFINITIONS

- 1-1 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 The term "Administrators", as used in this Agreement, shall refer to all administrative employees who are eligible for membership in the Churchill County Administrators' Association (hereinafter referred to as CCAA) with the exception of such Administrators who are excluded by NRS 288.
- 1-3 The terms "Trustees" or "Board", as used in this Agreement, shall mean the Board of School Trustees of the Churchill County School District and is the entity known as the Local Government Employer in NRS 288.060. (2019)
- 1-4 The terms "CCAA" or "Association", as used in this Agreement, shall mean the Churchill County Administrators Association and is the entity known as the Employee Organization in NRS 288.040. (2019)
- 1-5 The term "District", as used in this Agreement, shall mean the Churchill County School District.
- 1-6 The term "Superintendent", as used in this Agreement, shall mean the Superintendent of Schools of the Churchill County School District or the designated representative.
- 1-7 The term "Trustee" and "CCAA" shall include authorized officers and representatives. Despite references herein to "Trustees" and "CCAA" as such, each reserves the right to act hereunder by committee or designated representative.
- 1-8 The term "School Year" shall be defined in accordance with NRS 388.080 (1) which states "... the public school year commences on the first day of July and ends the last day of June".
- 1-9 The term "Contracted School Year", as used in this Agreement, shall mean the days that an Administrator is individually contracted for annually.
- 1-10 The term "EMRB" means the Local Government Employee Management Relations Board, as provided in NRS 288.030. (2019)
- 1-11 The term "Agreement" refers to the name of this document being the Administrator's Agreement between the Churchill County School District and the CCAA.
- 1-12 The term "Immediate Family", as used in this Agreement, shall mean the employee's parents, spouse, children, brothers, sisters, grandparents, great-grandparents, uncles, aunts, nephews, nieces, grandchildren, great-grandchildren, father-in-law, mother-in-law, son-in-

law, daughter in-law, grandfather-in-law, grandmother-in-law, great-grandfather-in-law, great-grandmother in-law, uncle-in-law, aunt-in-law, brother-in-law, sister-in-law, nephew-in-law, niece-in-law, granddaughter-in-law, grandson-in-law, great-grandson-in-law, great-granddaughter-in-law, step-parents, step-children, foster parents, foster children, and adopted children.

1-13 The term “day” as used in this agreement shall be defined, as “a day the district office is open for business.”

ARTICLE II – RECOGNITION

- 2-1 The Trustees recognize CCAA as the exclusive representative of all Administrators employed by Churchill County Board of School Trustees with the exception of such employees as are excluded by NRS 288.

- 2-2 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".

ARTICLE III – FAIR PRACTICES

- 3-1 CCAA must represent equally all administrative personnel within the bargaining unit without regard to membership or participation in any other administrative employee organization on the basis of race, creed, color, national origin, sex, age, or handicap.

ARTICLE IV – NEGOTIATIONS

4-1 Place of Meeting

All meetings will be held in a conference room at the Administration Building at 690 South Maine Street, Fallon, Nevada, or at such other locations as may be mutually agreed upon.

(2014)

4-2 Meetings will be held and scheduled by mutual consent. If meetings are held during school hours, no member of either team shall be subject to a salary deduction because of attendance at such negotiations meetings.

4-3 Records

Each party shall have the right to record all sessions in any manner appropriate.

4-4 Open vs. Closed Sessions

All sessions shall be closed except by mutual agreement to the contrary.

4-5 Agenda

A tentative agenda will be discussed at the close of each meeting. Items will not be considered for discussion other than those listed unless by mutual agreement of the negotiation panels.

4-6 Caucuses

Either party may call a caucus at any time.

4-7 Consultants

A consultant is not considered a part of or representing the negotiating panel and shall be consulted during negotiations only with respect to facts, information, and specific points when called upon. Whenever possible, a negotiating panel using the services of a consultant shall give the other party such advance notification as is possible of the attendance of a consultant at the next scheduled meeting and the reason for said consultant's presence.

4-8 Chairperson

Each negotiating panel shall designate its chairperson at the first of the initial meeting of the negotiating process. However, anyone may speak.

4-9 Tentative Agreement

Both parties shall sign each tentatively "agreed to" item. The chairperson of each respective team will do signing and signature by the chairman will represent panel support of the article tentatively agreed to.

4-10 Money Proposals

Any proposals, which will involve the allocation of monies, must include an estimate of the cost, based upon the best information available at the time of making the proposal.

4-11 Withdrawal of Items

Either party may, at any time, withdraw an item from its list of items to be negotiated, provided said item is not on the other party's list of items to be negotiated.

4-12 Impasse

In case of impasse in the course of negotiations concerning amendments to this agreement, the article of provisions at issue may be submitted to fact-finding in the manner provided for in NRS 288.

4-13 Scope of Negotiations

All provisions of Nevada Revised Statutes 288.150 will be followed for subjects to be negotiated and those not to be negotiated. (2014)

ARTICLE V – MEDIATION AND FACT-FINDING

5-1 All provisions of Chapter 288, Nevada Revised Statutes, are made a part of this Agreement by reference.

ARTICLE VI – GRIEVANCE AND ARBITRATION PROCEDURE

- 6-1 A grievance shall be defined as a dispute regarding the interpretation, application, or alleged violation of any of the provisions of this Agreement. An Administrator of the District covered by this Agreement or by CCAA may file a grievance.
- 6-2 Grievances may be brought by individuals or groups of individuals who are directly affected by the nature of this dispute. A grievance filed by CCAA involving more than one (1) Administrator in more than one (1) location may be commenced at Step Two of the Grievance and Arbitration Procedure by filing a written grievance.
- 6-3 A grievance as defined above must be filed in writing alleging which terms or provisions under which the dispute arises including the article and section of the agreement. (2014)
- 6-4 Aggrieved Administrators must attend all grievance meetings. The Superintendent or designee (Step One) and the Board of Trustees (Step Two) will make reasonable efforts to accommodate the aggrieved Administrator and his or her representative in scheduling meetings. If an aggrieved Administrator fails to attend a scheduled meeting, he or she will be given one opportunity to reschedule for a different time. If an aggrieved Administrator fails to attend a scheduled meeting a second time, the grievance will be deemed withdrawn by the aggrieved Administrator. (2019)
- 6-5 All grievances shall be handled in the following manner:

INFORMAL

- 6-5-1 Both parties encourage employees covered by this agreement to resolve their problems with their appropriate supervisors whenever possible. The provisions of this article are not intended to preclude an Administrator with a potential grievance from informally discussing the problem with their appropriate supervisor prior to filing a formal grievance; such discussions are not a part of the formal grievance procedure.

STEP ONE

- 6-5-2 If the grievance has not been resolved as a result of the informal proceedings, a formal grievance may be filed in writing; it must include a listing of terms or provisions of this agreement under which the dispute arose; describe exactly how the agreement has been breached; and be filed not later than fifteen (15) days after the Administrator or the Association first knew (or should have known) of the act or condition upon which the grievance is based. A copy of the written grievance shall be submitted to the Superintendent or designee. (2019)
- 6-5-3 In the event a grievance is submitted to Step One in a timely manner, the Superintendent or designee and the supervisor being grieved shall meet with the affected Administrator and the designated CCAA representative within ten (10)

days after receiving the grievance. (2019)

6-5-4 Within ten (10) days after the meeting, the Superintendent or designee shall submit a written response to the grievance to CCAA. Any resolution of the grievance shall be reduced to writing.

6-5-5 If the grievance is either denied or not settled at Step One of the Grievance Procedure, the grievance shall be deemed withdrawn unless timely submitted to Step Two.

STEP TWO (Board of School Trustees)

6-5-6 In the event the grievance is not resolved at Step One, the affected Administrator may submit the unresolved written grievance to the Board no later than ten (10) days after receiving the written reply from the Superintendent.

6-5-7 If the Step Two grievance is not filed within the time limit, the grievance is withdrawn.

6-5-8 The Board shall meet with the affected Administrator and a representative of the aggrieved Administrator's own choosing at the next regularly scheduled Board meeting to hear the case of the grievance. (2019)

6-5-9 The Board shall forward its written response to the grievance within twenty (20) days after the meeting referred to above.

STEP THREE

6-5-10 The CCAA, after the receipt of the response from the Board, may request arbitration of the unresolved grievance in accordance with the provisions set forth below. A request for arbitration shall be made by delivering to the Superintendent or designee written notice of the intent to arbitrate no later than fifteen (15) days after receiving the Board's written response. (2014)

6-5-11 Within fifteen (15) days of receipt of written notice to arbitrate, the Superintendent and the CCAA and the individual Administrator, as provided for in the preceding section, shall agree upon a mutually acceptable arbitrator who is experienced, impartial, disinterested, and of recognized competence. If within fifteen (15) days the parties are unable to agree on an arbitrator, a request for a list of seven (7) arbitrators shall be made to the American Arbitration Association (AAA) or the Federal Mediation and Conciliation Service (FMCS) by either party. Within ten (10) days of the receipt of the list from AAA or FMCS, the parties shall select an arbitrator from the list by alternately striking one name until the name of one arbitrator remains who shall be the one to hear the dispute in question. The CCAA shall strike the first name. The parties have a mutual obligation to promptly acknowledge and provide notice of receipt of correspondence from AAA or FMCS

and/or the arbitrator. The selected arbitrator shall be asked to conduct the arbitration as soon as possible after his or her selection, but not later than thirty (30) days.

- 6-6 The arbitrator's decision shall be submitted in writing to all parties and shall be final and binding, unless previously determined to be otherwise including payment of damages, on all parties to the Agreement, unless he/she exceeds the powers specified herein, or is guilty of procedural error prejudicing the rights of either party as defined by Federal Labor Law decisions.
- 6-7 The expenses of arbitration, including the arbitrator's fees/costs and expenses, and the cost of the arbitrator's transcript, shall be borne equally by the District and the CCAA. It is understood and agreed only the CCAA has the right to request arbitration. If the request for arbitration is withdrawn, the expenses will be borne by the CCAA or the grievant.
- 6-8 The time for a grievance meeting must be approved by the Superintendent or designee and by the CCAA and the grievant. It may occur during or outside the workday, aggrieved. In the event a grievance meeting is scheduled and held during the workday, Administrators covered by this Agreement who participate in such a meeting shall do so without loss of pay, but attendance by their representatives will be subject to the provisions of Article VIII, Association Leave. (2019)
- 6-9 A grievance shall be decided in favor of the aggrieved Administrator if the time limitations are not observed by the District.
- 6-10 Time limitations may be extended by mutual agreement of both parties. Both parties will agree to reasonable extension to allow for attendance by grievant, the supervisor being grieved, and the Superintendent (Step One) or Trustees (Step Two). (2019)

ARTICLE VII – USE OF FACILITIES

- 7-1 The CCAA shall have the right to use school mailboxes and the interschool mail service for the distribution of reasonable material initiated by the CCAA. Copies of all materials shall be given to the Superintendent. The materials will be clearly identified and the CCAA accepts the responsibility for such material. If the privilege extended therein is misused by the CCAA or any of its designated representatives, it may be immediately revoked by the Superintendent. The individual Administrators will not be prohibited from the responsible use of the school mail service. (2019)
- 7-2 From the effective date of this Agreement to its termination, the CCAA shall be allowed the use of school buildings and premises for Association meetings.

ARTICLE VIII – ASSOCIATION LEAVE

8-1 For each separate fiscal year covered by the term of this Agreement, the CCAA officers will be allocated up to fifteen (15) days leave to attend Association meetings, conferences, legislative sessions and conventions. These days must be applied for, adjusted on the creative calendar and approved by the Superintendent. If necessary, the CCAA may request additional days beyond the 15 days. (2021)

ARTICLE IX – EXTENDED LEAVES OF ABSENCE

- 9-1 After three (3) year's employment with the District, an Administrator may be granted a leave of absence for the following purposes subject to approval of the Superintendent and the Board:
- 9-1-1 Personal or family situations which will require the release of the Administrator from his or her contractual responsibilities and are not covered under the provisions of the Family and Medical Leave Act (FMLA).
 - 9-1-2 Study or other professional improvement.
 - 9-1-3 Other leaves of absence
- 9-2 Administrators while on one of the above-mentioned leaves may continue to participate, at their expense, in the group health insurance plan. Administrators while on such leaves are not eligible to receive a salary, sick leave, or retirement credit.
- 9-3 Benefits to which 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 the Article upon their return. An Administrator shall be assigned to the same position, which he or she held at the time the leave commenced. Administrators returning from such leave shall notify the District prior to April of the prior school year which precedes the dates of their intended return to service.
- 9-4 All leaves and extensions or renewals of leaves shall be applied for and granted or denied in writing.
- 9-5 Sabbatical Leave
- 9-5-1 A leave of absence for a period not to exceed twelve (12) months may be granted to an Administrator who wishes to pursue study or other activities that are directly related to his or her work assignment. The leave granted under this Article shall be to allow the Administrator to improve practical skills and knowledge regarding current work procedures, technology, and innovations in the area of his or her assignment. To be eligible for leave, the Administrator must have completed seven (7) full years of continuous administrative service with the District. A twelve (12) month extension of this leave may be granted by the Board. This leave may be granted only once every seven (7) years. The Board may, at its discretion, limit the types and number of leaves granted annually and may deny any such leaves when determined to be detrimental to the instructional program of the District.
 - 9-5-2 Salary shall be at one-third (1/3) of the Administrator's annual rate in effect during the Sabbatical leave year exclusive of any extra duty pay. An Administrator approved for Sabbatical leave who wishes to be paid while on leave shall furnish a surety bond indemnifying the District against loss in the event the Administrator

fails to render the minimum service required after return from leave. If the Administrator does not wish to furnish a surety bond, payment of Sabbatical leave salary is to be made in twenty-four monthly installments added to the salary received by the Administrator during the two years following the year in which the Sabbatical leave is taken. The group medical insurance premiums normally paid by the District shall be continued during Sabbatical leave but no other employee benefits shall be paid during the period of the Sabbatical. The Sabbatical leave shall count for an experience increment.

- 9-5-3 An Administrator must agree to return to the District for a minimum of two (2) school years following Sabbatical leave and must submit a report, which describes and evaluates the Sabbatical leave.

ARTICLE X – SICK LEAVE

- 10-1 Sick leave is leave that is granted an Administrative employee under the terms of this agreement who is unavoidably absent because of personal illness or injury or because of illness or injury in the employee's immediate family. (2019)
- 10-2 Administrative employees covered by this agreement shall be credited with fifteen (15) days of sick leave at the beginning of the contract year.
- 10-3 Employees on the Administrative salary schedule may have an accumulation of sick leave equal to the term of the Administrator's contract. (2014)
- 10-4 Absence due to sick leave will be compensated leave to the extent the employee has earned or accrued sick leave in accordance with the above provisions.
- 10-5 Administrators leaving the employment of the District shall be paid at the one hundred dollars (\$100) per day equaling the total number of days of their annual contract for unused sick leave providing they have:
- 10-5-1 Ten (10) consecutive years of contracted employment in the District.
 - 10-5-2 Notified the District by April 1st of their intent to terminate at the end of the contracted work year.
 - 10-5-3 Not been approved for the early retirement buyout incentive.
 - 10-5-4 Not been dismissed pursuant to NRS 391. (2021)
- 10-6 Sick Leave Bank
- 10-6-1 Requests for days from the sick leave bank will be submitted, with a medical verification, to the CCAA President or designee who will, with the Sick Leave Bank committee (which will consist of the CCAA President, a CCAA member and a representative approved by the Superintendent), review the request and upon approval, submit it to Human Resources. (2019)
 - 10-6-2 After an Administrator has used twenty (20) days from the sick leave bank, he or she may ask the membership for additional days from the bank in ten (10) day increments. Requests for these additional days from the sick leave bank will be submitted, with a medical verification, to the CCAA President or designee who will, with the Sick Leave Bank committee, review the request and upon approval submits it to Human Resources. (2019)
 - 10-6-3 When the total number of sick leave bank days is depleted the President of CCAA will solicit additional days from the membership once each school year. No more than two (2) days per member may be donated during the additional request period.

10-6-4 An annual statement of participation in the sick leave bank will be provided to the CCAA by Human Resources. (2019)

10-7 In the situation when an Administrator accumulates one full year of sick leave, CCSD will automatically convert the excess days to the Administrators PERS account following policy 4810, unless otherwise notified by the Administrator. (2016)

ARTICLE XI – BEREAVEMENT LEAVE

- 11-1 Full time Administrators will be granted a leave of absence of not more than ten (10) consecutive working days with pay, per occasion, to be deducted from sick leave for bereavement in the immediate family (as identified in Article 1-12). Extension of this leave may be granted by the Superintendent.
- 11-2 The Superintendent may grant up to, but not to exceed, five (5) consecutive working days of bereavement leave, per occasion, when, in his/her opinion, the situation is not covered in 11-1.

ARTICLE XII – PERSONAL LEAVE DAYS

12-1 Leave shall be granted, with deduction in pay limited to the amount reimbursed, if any, by the court, for any Administrator required to be absent from assigned duties by reason of his or her appearance as a witness for the District or juror in a court of law. Leave in this category shall be limited to those instances in which the Administrator's attendance is compelled by a duly issued subpoena or court summons.

12-2 Each Administrator shall be granted two (2) days of personal leave each year at no salary deduction. Should an Administrator not use either of the two days, then he or she may choose to have one (1) day carried over to the next contract year, not to exceed three (3) days in any one year.

Additional days may be considered at the Superintendent's discretion. Except in the cases of emergency, three (3) days' advance notice of intent to use such leave will be given.

(2005)

12-3 If an Administrator does not use any or all of the personal leave days, he/she may on or before the last day of school on a form provided by the District, elect to:

12-3-1 Carry one (1) day forward; or

12-3-2 Receive payment from the District of one hundred and seventy-five dollars (\$175) per day, not to exceed two (2) days per year. (2023)

12-4 Civic Leave – Administrators will be granted up to ten (10) paid leave days per contract year for fulfilling civic duties related to an elected or appointed post or volunteering as an emergency responder. (2017)

12-5 Religious Leave – Administrators who's religious preference requires absence from work shall be granted leave and will be allowed to adjust their work calendar accordingly. (2017)

ARTICLE XIII – PROFESSIONAL COMPENSATION

13-1 The District shall provide health insurance without cost up to \$1,300 per month for employees covered by the Administrators bargaining unit. Any premiums above the \$1,300 will be paid by the employee through a payroll deduction. Administrators hired prior to the end of the 2018-2019 school year will not be subject to this language and will have health insurance funded 100% by CCSD. (2020)

13-2 The District agrees to provide to all employees qualified to be members of this Association, the services necessary to offer them the benefits available from the Internal Revenue Act of 1978, Internal Revenue Code Section 125, as amended. The Association agrees that the District's only obligation is to make the deductions and corresponding contributions that are requested in writing by the qualified employees.

The employee's election shall be made to conform to the school year on a date established by the District in sufficient time for participants to consider their needs. (2019)

The Association agrees to hold the District and its employees harmless for any and all claims, demands, losses, liability, costs or expenses of any nature, to include attorney's fees arising from this benefit.

13-3 The District shall accept an undergraduate course as full credit if:

13-3-1 The course is to be taken for meeting licensure requirements.

13-3-2 The course is taken to improve expertise in area certification.

All other undergraduate credits count 2/3 of a credit. Quarter hours are converted to semester hour units by multiplying quarter hour units by 2/3.

Graduate credit shall be considered as full credit.

A maximum of seventy five (75) in-service credits may be used for advancement on the salary schedule. For those administrators who have already reached the previous maximum of sixty (60) as of FY21, all new in-service credits must be earned from July 1, 2019 and beyond. In-service credits must be certified by the Nevada Department of Education. Inservice and post-secondary credits not part of an advanced degree or program must be received within three (3) years of the date of completion. (2021)

13-4 Administrators who are allowed to make mileage claims when using personal cars for the conduct of business will be allowed the option of collecting the remuneration based upon the standard rate or be provided a letter which will satisfy the IRS so the expenses can be legally deducted.

- 13-5 Award of \$250 as payment for the annual executive physical of expenses not covered by the existing insurance policy.
- 13-6 Administrators who provide the District, no later than January 15th, written notification of their intent not to return the following year, will be awarded a one-time stipend of one thousand seven hundred and fifty dollars (\$1,750). Once the resignation has been submitted, it is binding on the employee and may not be rescinded. Payment of the bonus shall be made on the employee's final paycheck from the District. The employee must complete the current contract year. Those that receive an early retirement incentive (buyout) under Policy 4811 are excluded from this stipend. (2021)
- 13-7 The District may decide that an Administrator is required to be available by cell phone as part of his or her job duties and responsibilities. Should this be the case, the District will provide the employee with a District-approved cell phone at no charge to the Administrator. If the District determines that the Administrator is required to carry a cell phone to be available for District business and the Administrator has a personal cell phone acceptable to the District that he or she prefers to use, the District will reimburse the Administrator at a rate of fifty dollars (\$50) per month, over a 12 month period, for using his or her cell phone for District business. (2019)
- 13-8 CCSD will provide all CCSD Principals and Vice Principals a NIAA Pass, which allows the Administrator admission into all NIAA contests. (2014)
- 13-9 If an Administrator earns sufficient credits to move over on the experience and education factor on the salary table, then it will be effective on the first day of the second pay period after the credits have been submitted to the District. (2014)
- 13-10 All employees will be paid by the District's paperless direct deposit pay system. Each employee will designate a financial institution to receive the direct deposit. If no designation is made by the employee, pay will be direct deposited on a payroll debit card. (2018)

DEAN OF STUDENTS, 192 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	72,334	74,057	75,779	77,502	79,224	80,947	82,669
1	73,712	75,434	77,157	78,879	80,602	82,324	84,047
2	75,089	76,812	78,534	80,257	81,980	83,702	85,425
3	76,467	78,189	79,912	81,635	83,357	85,080	86,802
4	77,844	79,567	81,290	83,012	84,735	86,457	88,180
5	79,222	80,945	82,667	84,390	86,112	87,835	89,557
6	80,600	82,322	84,045	85,767	87,490	89,212	90,935
7	81,977	83,700	85,422	87,145	88,868	90,590	92,313
8	83,355	85,077	86,800	88,523	90,245	91,968	93,690
9	84,732	86,455	88,178	89,900	91,623	93,345	95,068
10	86,110	87,833	89,555	91,278	93,000	94,723	96,445
11	87,488	89,210	90,933	92,655	94,378	96,100	97,823
12	88,865	90,588	92,310	94,033	95,756	97,478	99,201
13	90,243	91,965	93,688	95,411	97,133	98,856	100,578
14	91,620	93,343	95,066	96,788	98,511	100,233	101,956
15	92,998	94,721	96,443	98,166	99,888	101,611	103,333
16	94,376	96,098	97,821	99,543	101,266	102,988	104,711
17	95,753	97,476	99,198	100,921	102,644	104,366	106,089
18	97,131	98,853	100,576	102,299	104,021	105,744	107,466
19	98,508	100,231	101,954	103,676	105,399	107,121	108,844
20	99,886	101,609	103,331	105,054	106,776	108,499	110,221
21	101,264	102,986	104,709	106,431	108,154	109,876	111,599
22	102,641	104,364	106,086	107,809	109,532	111,254	112,977
23	104,019	105,741	107,464	109,187	110,909	112,632	114,354
24	105,396	107,119	108,842	110,564	112,287	114,009	115,732
25	106,774	108,497	110,219	111,942	113,664	115,387	117,109

Steps \$ 1,230	Education \$ 1,538	Doctorate \$ 2,500
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MIDDLE SCHOOL VICE PRINCIPAL, 207 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	80,372	82,095	83,817	85,540	87,263	88,985	90,708
1	81,750	83,472	85,195	86,918	88,640	90,363	92,085
2	83,128	84,850	86,573	88,295	90,018	91,740	93,463
3	84,505	86,228	87,950	89,673	91,395	93,118	94,840
4	85,883	87,605	89,328	91,050	92,773	94,496	96,218
5	87,260	88,983	90,705	92,428	94,151	95,873	97,596
6	88,638	90,360	92,083	93,806	95,528	97,251	98,973
7	90,016	91,738	93,461	95,183	96,906	98,628	100,351
8	91,393	93,116	94,838	96,561	98,283	100,006	101,728
9	92,771	94,493	96,216	97,938	99,661	101,384	103,106
10	94,148	95,871	97,593	99,316	101,039	102,761	104,484
11	95,526	97,248	98,971	100,694	102,416	104,139	105,861
12	96,904	98,626	100,349	102,071	103,794	105,516	107,239
13	98,281	100,004	101,726	103,449	105,171	106,894	108,616
14	99,659	101,381	103,104	104,826	106,549	108,272	109,994
15	101,036	102,759	104,481	106,204	107,927	109,649	111,372
16	102,414	104,136	105,859	107,582	109,304	111,027	112,749
17	103,792	105,514	107,237	108,959	110,682	112,404	114,127
18	105,169	106,892	108,614	110,337	112,059	113,782	115,504
19	106,547	108,269	109,992	111,714	113,437	115,160	116,882
20	107,924	109,647	111,369	113,092	114,815	116,537	118,260
21	109,302	111,024	112,747	114,470	116,192	117,915	119,637
22	110,680	112,402	114,125	115,847	117,570	119,292	121,015
23	112,057	113,780	115,502	117,225	118,947	120,670	122,392
24	113,435	115,157	116,880	118,602	120,325	122,048	123,770
25	114,812	116,535	118,257	119,980	121,703	123,425	125,148

Steps	\$ 1,230	Education	\$ 1,538	Doctorate	\$ 2,500
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HIGH SCHOOL VICE PRINCIPAL, 207 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	81,980	83,702	85,425	87,147	88,870	90,592	92,315
1	83,357	85,080	86,802	88,525	90,247	91,970	93,692
2	84,735	86,457	88,180	89,902	91,625	93,348	95,070
3	86,112	87,835	89,557	91,280	93,003	94,725	96,448
4	87,490	89,212	90,935	92,658	94,380	96,103	97,825
5	88,868	90,590	92,313	94,035	95,758	97,480	99,203
6	90,245	91,968	93,690	95,413	97,135	98,858	100,580
7	91,623	93,345	95,068	96,790	98,513	100,236	101,958
8	93,000	94,723	96,445	98,168	99,891	101,613	103,336
9	94,378	96,100	97,823	99,546	101,268	102,991	104,713
10	95,756	97,478	99,201	100,923	102,646	104,368	106,091
11	97,133	98,856	100,578	102,301	104,023	105,746	107,468
12	98,511	100,233	101,956	103,678	105,401	107,124	108,846
13	99,888	101,611	103,333	105,056	106,779	108,501	110,224
14	101,266	102,988	104,711	106,434	108,156	109,879	111,601
15	102,644	104,366	106,089	107,811	109,534	111,256	112,979
16	104,021	105,744	107,466	109,189	110,911	112,634	114,356
17	105,399	107,121	108,844	110,566	112,289	114,012	115,734
18	106,776	108,499	110,221	111,944	113,667	115,389	117,112
19	108,154	109,876	111,599	113,322	115,044	116,767	118,489
20	109,532	111,254	112,977	114,699	116,422	118,144	119,867
21	110,909	112,632	114,354	116,077	117,799	119,522	121,244
22	112,287	114,009	115,732	117,454	119,177	120,900	122,622
23	113,664	115,387	117,109	118,832	120,555	122,277	124,000
24	115,042	116,764	118,487	120,210	121,932	123,655	125,377
25	116,420	118,142	119,865	121,587	123,310	125,032	126,755

Steps	\$ 1,230	Education	\$ 1,538	Doctorate	\$ 2,500
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(2020)

EARLY CHILDHOOD PRINCIPAL, 212 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	83,816	85,539	87,261	88,984	90,707	92,429	94,152
1	85,194	86,916	88,639	90,362	92,084	93,807	95,529
2	86,572	88,294	90,017	91,739	93,462	95,184	96,907
3	87,949	89,672	91,394	93,117	94,839	96,562	98,284
4	89,327	91,049	92,772	94,494	96,217	97,940	99,662
5	90,704	92,427	94,149	95,872	97,595	99,317	101,040
6	92,082	93,804	95,527	97,250	98,972	100,695	102,417
7	93,460	95,182	96,905	98,627	100,350	102,072	103,795
8	94,837	96,560	98,282	100,005	101,727	103,450	105,172
9	96,215	97,937	99,660	101,382	103,105	104,828	106,550
10	97,592	99,315	101,037	102,760	104,483	106,205	107,928
11	98,970	100,692	102,415	104,138	105,860	107,583	109,305
12	100,348	102,070	103,793	105,515	107,238	108,960	110,683
13	101,725	103,448	105,170	106,893	108,615	110,338	112,060
14	103,103	104,825	106,548	108,270	109,993	111,716	113,438
15	104,480	106,203	107,925	109,648	111,371	113,093	114,816
16	105,858	107,580	109,303	111,026	112,748	114,471	116,193
17	107,236	108,958	110,681	112,403	114,126	115,848	117,571
18	108,613	110,336	112,058	113,781	115,503	117,226	118,948
19	109,991	111,713	113,436	115,158	116,881	118,604	120,326
20	111,368	113,091	114,813	116,536	118,259	119,981	121,704
21	112,746	114,468	116,191	117,914	119,636	121,359	123,081
22	114,124	115,846	117,569	119,291	121,014	122,736	124,459
23	115,501	117,224	118,946	120,669	122,391	124,114	125,836
24	116,879	118,601	120,324	122,046	123,769	125,492	127,214
25	118,256	119,979	121,701	123,424	125,147	126,869	128,592

Steps	\$ 1,230	Education	\$ 1,538	Doctorate	\$ 2,500
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ELEMENTARY PRINCIPAL, 212 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	88,409	90,132	91,855	93,577	95,300	97,022	98,745
1	89,787	91,510	93,232	94,955	96,677	98,400	100,122
2	91,165	92,887	94,610	96,332	98,055	99,777	101,500
3	92,542	94,265	95,987	97,710	99,432	101,155	102,878
4	93,920	95,642	97,365	99,088	100,810	102,533	104,255
5	95,297	97,020	98,743	100,465	102,188	103,910	105,633
6	96,675	98,398	100,120	101,843	103,565	105,288	107,010
7	98,053	99,775	101,498	103,220	104,943	106,665	108,388
8	99,430	101,153	102,875	104,598	106,320	108,043	109,766
9	100,808	102,530	104,253	105,976	107,698	109,421	111,143
10	102,185	103,908	105,631	107,353	109,076	110,798	112,521
11	103,563	105,286	107,008	108,731	110,453	112,176	113,898
12	104,941	106,663	108,386	110,108	111,831	113,553	115,276
13	106,318	108,041	109,763	111,486	113,208	114,931	116,654
14	107,696	109,418	111,141	112,864	114,586	116,309	118,031
15	109,073	110,796	112,519	114,241	115,964	117,686	119,409
16	110,451	112,174	113,896	115,619	117,341	119,064	120,786
17	111,829	113,551	115,274	116,996	118,719	120,441	122,164
18	113,206	114,929	116,651	118,374	120,096	121,819	123,542
19	114,584	116,306	118,029	119,752	121,474	123,197	124,919
20	115,961	117,684	119,407	121,129	122,852	124,574	126,297
21	117,339	119,062	120,784	122,507	124,229	125,952	127,674
22	118,717	120,439	122,162	123,884	125,607	127,329	129,052
23	120,094	121,817	123,539	125,262	126,984	128,707	130,430
24	121,472	123,194	124,917	126,640	128,362	130,085	131,807
25	122,849	124,572	126,295	128,017	129,740	131,462	133,185

Steps \$1,230	Education \$ 1,538	Doctorate \$ 2,500
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MIDDLE SCHOOL PRINCIPAL, 212 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	93,001	94,724	96,447	98,169	99,892	101,614	103,337
1	94,379	96,102	97,824	99,547	101,269	102,992	104,714
2	95,757	97,479	99,202	100,924	102,647	104,369	106,092
3	97,134	98,857	100,579	102,302	104,024	105,747	107,470
4	98,512	100,234	101,957	103,680	105,402	107,125	108,847
5	99,889	101,612	103,335	105,057	106,780	108,502	110,225
6	101,267	102,990	104,712	106,435	108,157	109,880	111,602
7	102,645	104,367	106,090	107,812	109,535	111,257	112,980
8	104,022	105,745	107,467	109,190	110,912	112,635	114,358
9	105,400	107,122	108,845	110,568	112,290	114,013	115,735
10	106,777	108,500	110,223	111,945	113,668	115,390	117,113
11	108,155	109,878	111,600	113,323	115,045	116,768	118,490
12	109,533	111,255	112,978	114,700	116,423	118,145	119,868
13	110,910	112,633	114,355	116,078	117,800	119,523	121,246
14	112,288	114,010	115,733	117,456	119,178	120,901	122,623
15	113,665	115,388	117,111	118,833	120,556	122,278	124,001
16	115,043	116,766	118,488	120,211	121,933	123,656	125,378
17	116,421	118,143	119,866	121,588	123,311	125,033	126,756
18	117,798	119,521	121,243	122,966	124,688	126,411	128,134
19	119,176	120,898	122,621	124,344	126,066	127,789	129,511
20	120,553	122,276	123,999	125,721	127,444	129,166	130,889
21	121,931	123,654	125,376	127,099	128,821	130,544	132,266
22	123,309	125,031	126,754	128,476	130,199	131,921	133,644
23	124,686	126,409	128,131	129,854	131,576	133,299	135,022
24	126,064	127,786	129,509	131,232	132,954	134,677	136,399
25	127,441	129,164	130,887	132,609	134,332	136,054	137,777

Steps	\$ 1,230	Education	\$ 1,538	Doctorate	\$ 2,500
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HIGH SCHOOL PRINCIPAL, 212 Days							
Step	MA	MA+15	MA+30	MA+45	MA+60	MA+75	MA+90
0	94,149	95,872	97,595	99,317	101,040	102,762	104,485
1	95,527	97,250	98,972	100,695	102,417	104,140	105,862
2	96,905	98,627	100,350	102,072	103,795	105,517	107,240
3	98,282	100,005	101,727	103,450	105,172	106,895	108,618
4	99,660	101,382	103,105	104,828	106,550	108,273	109,995
5	101,037	102,760	104,483	106,205	107,928	109,650	111,373
6	102,415	104,138	105,860	107,583	109,305	111,028	112,750
7	103,793	105,515	107,238	108,960	110,683	112,405	114,128
8	105,170	106,893	108,615	110,338	112,060	113,783	115,506
9	106,548	108,270	109,993	111,716	113,438	115,161	116,883
10	107,925	109,648	111,371	113,093	114,816	116,538	118,261
11	109,303	111,026	112,748	114,471	116,193	117,916	119,638
12	110,681	112,403	114,126	115,848	117,571	119,293	121,016
13	112,058	113,781	115,503	117,226	118,948	120,671	122,394
14	113,436	115,158	116,881	118,604	120,326	122,049	123,771
15	114,813	116,536	118,259	119,981	121,704	123,426	125,149
16	116,191	117,914	119,636	121,359	123,081	124,804	126,526
17	117,569	119,291	121,014	122,736	124,459	126,181	127,904
18	118,946	120,669	122,391	124,114	125,836	127,559	129,282
19	120,324	122,046	123,769	125,492	127,214	128,937	130,659
20	121,701	123,424	125,147	126,869	128,592	130,314	132,037
21	123,079	124,802	126,524	128,247	129,969	131,692	133,414
22	124,457	126,179	127,902	129,624	131,347	133,069	134,792
23	125,834	127,557	129,279	131,002	132,724	134,447	136,170
24	127,212	128,934	130,657	132,380	134,102	135,825	137,547
25	128,589	130,312	132,035	133,757	135,480	137,202	138,925

Steps	\$ 1,230	Education	\$ 1,538	Doctorate	\$ 2,500
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*High School Vice Principal salary table will be effective December 20, 2019

ARTICLE XIV – NO STRIKES/WORK STOPPAGES

14-1 It is hereby agreed by the CCAA that there will be no strikes, stoppages of work or slowdown of the operations of the District during the term of this Agreement.

ARTICLE XV – REDUCTION IN FORCE

15-1 The District retains the right to determine when a reduction in force/layoff is necessary and the areas within which such reductions in force will occur. The CCAA will serve in an advisory capacity to the Superintendent. (2000)

15-2 If the Board of Trustees determines that a reduction in the existing workforce of the administrative personnel in the District is necessary, the Churchill County School District shall determine the proposed order in which the Administrator staff shall be reduced. The board of trustees will use the following criteria to make their determination: (2019)

15-2-1 Except as otherwise provided in sections 15-2-2 through 15-2-5, the decision to lay off an Administrator must be based solely on the overall performance of the Administrator under the statewide performance evaluation system adopted by the State Board of Education. When determining the manner in which to reduce the existing workforce, the District must lay off an Administrator whose overall performance has been determined to be:

- (a) Ineffective, before laying off an Administrator whose overall performance has been determined to be minimally effective, effective, or highly effective;
- (b) Minimally effective, before laying off an Administrator whose overall performance has been determined to be effective or highly effective;
- (c) Effective, before laying off an Administrator whose overall performance has been determined to be highly effective. (2018)

15-2-2 If the District determines that a further reduction in force beyond that made pursuant to 15-2-1 is necessary, the District must lay off an Administrator whose employment record includes:

- (a) A criminal record that resulted in the suspension of the Administrator; or
- (b) Disciplinary action that resulted in the suspension of the Administrator and that was uncontested or has been finally adjudicated;

before laying off an Administrator whose employment record does not include such a record or disciplinary action. (2018)

15-2-3 The District shall lay off Administrators whose employment records include disciplinary actions that resulted in the suspension of the Administrator in the order of severity of the disciplinary action, with those Administrators whose employment record includes more severe disciplinary action being laid off first. (2018)

15-2-4 If the District determines that further reduction in Administrators is necessary, the decision to lay off an Administrator must be based on the following factors:

- (a) Whether the Administrator is employed in a position which is hard to fill;
- (b) Whether the Administrator has received national board certification;

- (c) The type of licensure held by the Administrator;
- (d) The type of degree attained by the Administrator and whether the degree is in a subject area that is related to his or her position; and
- (e) The number of credits earned by the Administrator and whether the credits are in a subject area that is related to his or her position. (2018)

15-2-5 If, after consideration of the factors described above, two or more Administrators are similarly situated, the District may give preference to the more senior Administrator. Individual seniority shall be determined by the following: (2018)

15-2-5-1 Seniority as an Administrator in the District is the total number of years as an Administrator in the District. (2011)

15-2-5-2 If there is a tie under 15-2-5-1 seniority as an Administrator in the District is the total number of years as an Administrator in Nevada.(2018)

15-2-6 Administrative employees who are reduced in force will be assigned to the next equivalent administrative position, in accordance with their certification and qualifications that become available. If no equivalent position becomes available, they will then move to the next lower available administrative position at no salary penalty on the salary schedule for one year. (2018)

15-2-7 Administrators who are reduced in force when no other administrative position is available will be placed in a teaching position in accordance with their certification and qualifications if there is a vacancy. When there are more administrative employees than reappointment positions, provisions in 15-2-5 will apply. (2018)

15-2-8 Administrators who (because of reduction in force) are placed in a teaching position will retain all previous administrative and teaching seniority.

15-3 The District will recall employees by written notification (certified mail, return receipt requested) in the reverse order to their reduction provided that the employee is currently certified if required, and qualified for the new position. Recall notice shall be sent to the employee's last known address on file with the Superintendent. The employee must, in writing, within ten (10) school days of receipt, accept or reject the offer to return to work. The employee will have twenty (20) school days to return to duty. The recall right for employees on layoff shall continue for two years, subject to the notification requirements. However, if before the end of the two-year period an employee refuses a District position he or she is certified and qualified to hold, the employee's layoff rights are terminated. (2018)

ARTICLE XVI – PROGRESSIVE DISCIPLINE

16-1 All discipline related to Churchill County Administrators will comply with NRS Chapter 391 as amended through the Nevada Legislature. (1998)

The parties to this Agreement recognize and subscribe to the philosophy of progressive discipline. Disciplinary action against an Administrator will be corrective rather than punitive; that generally disciplinary actions are to be progressively more severe.

Except for incidents of a serious nature as defined in NRS 391.312, progressive discipline action shall generally follow the pattern of:

16-1-1 Oral Warning

16-1-1-1 Supervisor must verbally communicate the deficiencies to the Administrator regarding his/her performance or behaviors.

16-1-2 Written Notification

16-1-2-1 The supervisor must, in writing, communicate the deficiencies to the Administrator regarding his/her performance or behavior that must be changed/improved.

16-1-2-2 The supervisor must, in writing, describe the deficiencies in which change/improvement is required. The supervisor must provide positive direction for the Administrator for the required change/improvement.

16-1-2-3 The Administrator must have written acknowledgement of receipt of the personal notification.

16-1-3 Admonition/Suspension

16-1-3-1 An admonition must be provided to an Administrator as separate document or in conjunction with a suspension. The supervisor in written admonition must notify the Administrator that improvement is required and the continuation of the deficiencies may result in further disciplinary action.

16-1-3-2 If warranted, the supervisor before an admonition/suspension of an Administrator must do an investigation. The Administrator must be allowed to defend himself/herself in the investigation with an advocate or legal counsel. This meeting must occur with the Administrator's superior within ten (10) school days of the request for the meeting.

16-1-3-3 The Administrator must sign a written acknowledgement of receipt of the admonishment/suspension. This signature of written acknowledgement

denotes receipt only.

16-1-4 Demotion, Non-Renewal or Dismissal

16-1-4-1 The Superintendent shall give written notice of recommendation before demotion, non-renewal or dismissal of an Administrator. The Administrator must be notified by certified mail regarding demotion, non-renewal or dismissal.

16-1-4-2 If the Superintendent feels demotion, non-renewal or dismissal of an Administrator is warranted, the Superintendent must notify the Administrator of the grounds at least fifteen (15) days before the recommendation goes to the Board of Trustees.

16-1-4-3 The Administrator is entitled to an appearance with the Board of Trustees to present his/her side of the dispute in the case of demotion, non-renewal or dismissal of an Administrator, prior to the Board of Trustees' action with regard to the Superintendent's recommendation.

16-1-4-4 The Administrator and District can request a Hearing Officer to hear the case before a decision is rendered on demotion, non-renewal or dismissal.

16-2-1 The District's Human Resources Department shall maintain the personnel records for each Administrator. This file shall be maintained in either hard copy or electronic file or both. Administrators shall have the right to review and receive copies of all materials in their personnel file except where the District is entitled by law to maintain the confidentiality of such materials. The Administrator shall provide advance notice to the District of their intent to review and receive copies of their personnel file. Administrators may be required to reimburse the District for all materials furnished pursuant to this paragraph. (2021)

16-2-2 Personnel records will be stored in compliance with all Federal, State and Local statutes. The Administrator's signature is not to be construed as agreement with the document, it simply acknowledges receipt of the document. (2021)

16-2-3 After (3) years, the District must remove from issuance or oral and written warnings, suspension, and other documents, except evaluations, upon written request of the Administrator. Upon this request, the District shall have twenty (20) days to provide the Administrator with a letter assuring the requested documents have been appropriately destroyed. (2021)

ARTICLE XVII – COMMUNICATION AND POLICY CHANGE

17-1 When changes are to be made with reference to District Policy, the Association will be notified of such changes and if possible will have prior notification. (2005)

ARTICLE XVIII – VACANCY

18-1 Administrative vacancies occurring after July 1 and deemed an emergency by the Superintendent can be filled by appointment by the Superintendent. This option will be used to minimize disruption to the educational process. (2005)

18-2 The Association will be informed of any appointments and the reason it was deemed an emergency. (2005)

18-3 All in-district administrative applicants will be afforded the opportunity to apply for and interview if the interview process is used.

Administrators eligible for CCAA membership shall be afforded the opportunity to interview for vacant Director or Superintendent positions if they have the licensure or experience for the position and complete the full required application for all applicants. (2021)

ARTICLE XIX – EVALUATION

19-1 Each Administrator will be notified in writing by August 15th of each school year, who their evaluator will be.

19-2 Prior to October 15th, each Administrator's evaluator will meet with the Administrator to identify goals for the year, along with what evidence or data will be mutually agreed upon to determine if the goal(s) are achieved.

19-3 Prior to February 15th, each Administrator's evaluator will meet with the Administrator for a mid-year review meeting. During this time the evaluator will examine progress on goals and any other evidence that may be needed to support the Administrator's evaluation.

19-4 The evaluator and the Administrator must agree on the method to review the scoring breakdown of the Administrator's Summative Evaluation no later than June 15th of each School Year.

19-5 The Administrator has the right to attach a response to their evaluation.

19-6. If the evaluator fails to prove a written Summative Evaluation by June 15th, all categories of the evaluation shall be marked satisfactorily or higher. (2021)

ARTICLE XX – ADMINISTRATOR PROTECTION

The District will defend its Administrative personnel in any civil litigation or other damage claim arising from the Administrator's conduct within the course and scope of his/her employment with the District. The extent of such legal assistance is that available in connection with liability insurance, which is and shall be maintained by the District for that purpose.

ARTICLE XXI – TERMS OF AGREEMENT

21-1 When ratified as hereinafter set forth, this agreement shall be effective and remain in full force and effective for two years from July 1, 2023 until June 30, 2025.

21-2 This agreement expires on July 1, 2025.

21-3 Either party shall give written notice to the other on or before January 1 of the second year of its intention to reopen certain provisions of this agreement and/or additions and to negotiate the terms of these contract provisions. In the interim year, salary provisions (including salary table) and benefit provisions shall be negotiable. (2021)

21-4 This agreement shall not be binding upon either party until ratified by CCAA and the Board.

GENERAL SAVINGS CLAUSE

If any provisions 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.


IN WITNESS THEREOF, the parties have hereunto set their hands this 11th Day of October, 2023.

**BOARD OF SCHOOL TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

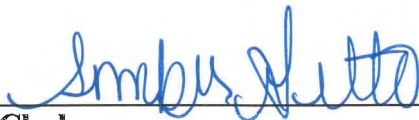
**CHURCHILL COUNTY
ADMINISTRATORS’ ASSOCIATION**



President



President



Clerk



Secretary/Treasurer