The Notice of Intent to adopt, repeal, or amend Clark County School District Policies and Regulations is pursuant to NRS 386.365. The Clark County Board of School Trustees hereby notices its intent to amend:

Regulation 4291, Placement and Advancement on the Unified Administrative Salary Schedule

A copy of the proposal is available for inspection by the public during normal business hours in the Office of the Superintendent of Schools of the Clark County School District which is located at 5100 West Sahara Avenue, Las Vegas, Nevada, and also on the Clark County School District Website: http://ccsd.net/district/policies-regulations/notice.

All persons interested in the proposed changes are invited to submit data, views, or arguments, orally or in writing, prior to the date set for final action.

This matter may be considered at a public meeting to be held on Thursday, January 28, 2027, at 5 p.m. in the Board Room of the Clark County School District located at 2832 East Flamingo Road, Las Vegas, Nevada.

Discussion and possible action on approval of the Notice of Intent to Adopt, Repeal, or Amend Clark County School District Regulation 4291, Placement and Advancement on the Unified Administrative Salary Schedule, prior to submission to the Board of School Trustees for approval on Thursday, January 28, 2027, is recommended.

CLARK COUNTY SCHOOL DISTRICT REGULATION

R-4291

PLACEMENT AND ADVANCEMENT ON THE UNIFIED ADMINISTRATIVE SALARY SCHEDULE

I. Salary Administration

Salary schedules will be administered in accordance with the appropriate negotiated agreement, administrative regulations, and procedures of the Clark County School District.

II. Placement and Promotion (applicable to administrators eligible for participation in collective bargaining)

A. An administrative employee shall be placed on the Unified Administrative Salary Schedule as designated by administrative title and salary step.

1. An employee new to the Clark County School District shall be placed on the appropriate salary step of the Unified Administrative Salary Schedule in Columns A through C, based on experience, as it relates to the position, and approval of the unit chief, except at the discretion of the Superintendent. In any event, Column F will be the highest placement.

2. An employee promoted from the Licensed Professional Salary Table to the Unified Administrative Salary Schedule shall be placed on the appropriate salary step at a column that provides a dollar amount next above the monthly salary the employee receives on the Licensed Professional Salary Table. If the promotion is effective later than January 31, these computations will be made as of the time of promotion and as of July 1 of the next school year. The administrator will be placed on the salary schedule according to the computation which yields the higher salary. The monthly salary the employee receives on the Licensed Professional Salary Table will be computed by dividing the annual base contract salary by nine months. Salary placement must provide an annual increase not to exceed Column F on the Unified Administrative Salary Schedule.

3. An employee promoted from the Support Professional Salary Schedule or the School Police Officers Salary Schedule to the Unified Administrative Salary Schedule shall be placed on the appropriate salary step at a column that provides a dollar amount next above the monthly salary the employee receives on the Support Professional Salary Schedule or the School Police Officers Salary Schedule. The monthly amount the employee receives on the salary schedule will be computed by dividing the annual compensation (excluding overtime)

during the current fiscal year plus stipends and incentive allotments by the number of months assigned. Salary placement must provide

an annual increase not to exceed Column F on the Unified Administrative Salary Schedule.

4. When an employee is promoted to a higher classification on the Unified Administrative Salary Schedule, salary placement shall be computed by dividing the annual salary by the number of months worked under the employee's current contract, and placement shall be made on the appropriate step two columns above the amount being earned.

5. Contract payoffs shall be based on a daily rate of pay. The daily rate of pay shall be computed by dividing the annual salary by the net days of service.

6. A former administrative employee of the District who is reemployed and begins service within fifteen (15) calendar years shall be placed on the salary schedule commensurate with training and at the column which the employee would have next attained had the employee not left the District. All earned and available benefits shall be restored with the exception of the seniority date.

   A former administrative employee of the District who is reemployed and begins service later than fifteen (15) calendar years shall be placed on the salary schedule as if the employee were new to the District.

III. Unified Administrative Salary Advancement

A. Employees continuing from the preceding school year on the Unified Administrative Salary Schedule shall have column placement determined as outlined below:

1. Column advancement or any longevity stipend occurring during the life of the contract will become effective at the beginning of the contract year in which the column is achieved, providing that the adjusted hire date is prior to February 1.

2. Advancement to the next higher column shall not be made unless the employee is satisfactorily performing the responsibilities of the position as determined by the annual evaluation.

IV. Placement and Advancement (applicable to “At Will” administrators ineligible for participation in collective bargaining)

A. An "At Will" employee new to the Clark County School District shall be offered a salary reflective of the employee's experience, longevity, and the job requirements of the position. Said placement is at the discretion of the Superintendent.

B. When an employee is promoted to an "At Will" position, they shall be offered a salary reflective of the employee's experience, longevity, and the job requirements of the position. Said placement is at the discretion of the Superintendent.

C. When an employee is in an "At Will" position, they shall be offered a salary reflective of the employee's experience, longevity, and the job requirements of the position. Said placement is at the discretion of the Superintendent.

D. The Superintendent may not grant more than a five percent (5%) annual salary increase to an "At Will" employee without the approval of the Board of School Trustees.

Review Responsibility:	Human Resources Division
Adopted:	[4911:7/64]
Revised:	(6/77; 10/78; 10/22/81; 5/12/82; 8/25/83; 12/12/85; 10/23/86; 4/13/89 Effective July 1, 1989; 5/14/91; 10/26/93)
Pol Gov Rev:	6/28/01
Revised:	6/27/02; 8/12/21; 3/23/23; 7/11/24