

Douglas County School District
SITE ADMINISTRATOR & DISTRICT DIRECTOR SALARY SCHEDULE
PERFORMANCE BASED SCHEDULE
(w/1% PERS Decrease 2013-2014)

1. Administrative Base Salary Schedule

		2012-13		2013-14 +	
Level	Ratio to Base	212	214	222	224
0	100	61777	61736	64492	64422
1	102.5	63320	63279	66105	66033
2	105	64865	64822	67716	67643
3	107.5	66411	66367	69329	69254
4	110	67954	67909	70941	70864
5	112.5	69499	69453	72554	72475
6	115	71042	70995	74166	74086
7	117.5	72588	72540	75779	75697
		2013-14 +		2013-14 +	
		214		224	
P B	A	120	74083		77307
E A	AA	121.25	74855		78112
R S	B	122.5	75627		78917
F E	BB	123.75	76398		79723
O D	C	125	77170		80528
R	CC	126.25	77942		81333
M	D	127.5	78713		82138
A	DD	128.75	79485		82944
N	E	130	80257		83749
C	EE	131.25	81029		84554
E	F	132.5	81800		85360
	FF	133.75	82572		86165

2. Work Year by Position

Vice Principals and Elementary Principals

DAYS

212/214

High School Principals; Middle School Principals Directors of Curriculum;
 Grants and Assessments; Special Services

222/224

3. Initial Placement and Placement upon Promotion for Administrators within the District

Previous administrative experience will be evaluated by the Superintendent when recommending initial placement on the salary schedule to the Board of Trustees for newly elected administrators.

An administrator who receives a promotion within the District (i.e., Vice Principal to Principal) will be moved to that level in which the total amount of administrative experience in Nevada is reflected for levels 0 through 7 only.

4. Minimum Degree and Credential Requirements

M.A. plus appropriate administrative credential as required by NRS.

5. Responsibility Factor to Base Salary Scale

Vice Principal – Elementary	(0-400) Students	104%	of Base Salary
	(401+)	106	
Vice Principal - Middle	(0-400)	106	
	(401+)	108	
Vice Principal - High	(0-400)	108	
	(401+)	112	
Principal - Elementary	(0-400)	114	
	(401+)	116	
Principal - Middle	(0-400)	116	
	(401+)	118	
Principal - High	(0-400)	118	
	(401+)	122	
Directors		118	

6. Education Factor

MA + 16 Units-3% of 212/214 days "0" Step Base =	1,853/ 1,871
MA + 32 Units-6% of 212/214 days "0" Step Base =	3,707/ 3,742
Earned Doctorate Degree - 989	989

7. Health and Welfare Benefits

No less than the benefits provided for all other licensed employees of the Douglas County School District.

8. Insurance

The District will provide each member of the management team with an insurance policy for \$200,000

The District will also provide each member of the management team with a \$50,000 straight-term life insurance policy.

9. Sick Leave

A total of thirty days is transferable from other districts outside of Nevada. All sick leave from another Nevada school district may be transferred per NRS 391.180. No sick leave may be transferred following a break in service from any school district. Administrators may choose to participate in a sick leave bank as per AR 326(b).

10. Work Year Flexibility

Administrators may, with approval in advance from the Superintendent, be permitted to take up to five days during the school year as non-duty days. Any such days will be subsequently served at other times during the contract year. Administrators may reflect on their Addendum Calendars duty days that require occasional weekend or holiday work that is required by the District.

Administrators requested by the Superintendent to serve work days in excess of their contracted work year will have any such days of service credited to them as days served for the following contract year.

11. Retirement

A 25.75% contribution to the Nevada Public Employees' Retirement System is paid by the District. The salary schedule was reduced by 1% due to the PERS increase for 2013-2014.

12. Longevity Service Increment

Any administrator in a contracted position who has completed five, ten, or fifteen years of administrative service within the Douglas County School District shall receive a longevity service pay increment as follows:

- ~ The year following completion of 5 years at Douglas County School District administrative experience, a longevity measurement of two and a half percent (2.5%) above regular range and level placement.
- ~ The year following completion of 10 years of Douglas County School District administrative experience, a longevity measurement of five percent (5%) above regular range and level placement.
- ~ The year following completion of 15 years of Douglas County School District administrative experience, a longevity measurement of fifteen percent (15%) above regular range and level placement.

A Douglas County School District "administrative service year" is defined as fulfilling a contract that begins on or before September 30 of any given-year.

13. Performance Evaluation

An administrator must have a satisfactory performance evaluation ("effective" or "highly effective" pursuant to NRS 391.3127) to advance on the salary schedule for the succeeding year. Frequency of communication should be increased with administrators whose performance is in question so that supervisory personnel may provide assistance to the individual.

In the event an administrator does not have a satisfactory performance evaluation ("ineffective" or "minimally effective" pursuant to NRS 391.3127) assistance will be provided. No later than six (6) months after the unsatisfactory performance evaluation, another performance evaluation shall be conducted. If the performance evaluation is still unsatisfactory, no salary advancement will occur. If the performance evaluation is satisfactory, the employee's salaries schedule advancement will be reflected on the next possible pay period. The salary advancement will not be retroactive.

14. Method of Computing Annual Compensation

- A. Determine Placement on base salary schedule (work year and level).
- B. Determine the appropriate responsibility factor and multiply times base salary determined above. (School size is the total number of active enrollment as of the District-wide student count day--which is the attendance date on which state apportionment is based.)
- C. Determine value of M.A. education factor and add that dollar amount to the amount in B above.
- D. If the longevity service increment is applicable, multiply the total of A through C by the applicable longevity factor 1.025 following 5 years of service, 1.05 - following 10 years of service, 1.15 - following 15 years of service.
- E. If applicable, add the earned Doctorate Degree stipend.

15. Salary Schedule Misplacement

Should an error be made in the placement of an administrator on the salary schedule and the administrator was placed at a higher salary rate than appropriate, she/he will be allowed to pay back the money owed on a regular monthly basis for a period of time not to exceed the time it took to discover the error in the first place. Should an administrator not pay back the full amount owed during this time, she/he will have the balance taken from his/her subsequent or final pay check.

16. Leadership Project Level Placements

For levels 0 through 7, administrators move through the levels on a yearly basis as long as their performance evaluation is satisfactory. The administrators within levels 0 through 7 may also receive a stipend equivalent to 2.5% of their salary for having a 4 or 5 star school or moving up a star as per the Nevada School Performance Framework. They may receive a stipend equivalent to 1.25% of their current salary for maintaining their school at a 4 or 5 star level year over year with an increase in index scores.

For levels A through F, administrators must first be at level 7 and then may advance to level A if their school is a 4 or 5 star school or the school has moved up a star as per the Nevada School Performance Framework. She/he may move for levels AA through FF for maintaining their school at a 4 or 5 star level year over year with an increase in index scores.

Educational Directors and Coordinators are eligible for 1/11th of the amount calculated for any school earning 4 or 5 stars or moving up a star. They are also eligible for the maintenance levels at the 1/11th rate per school.

At the end of the project (June 30, 2016), the District will hold harmless those administrators who have been successful in entering the performance based section of the salary schedule and will maintain their salary placement at the time, until the Board approves new salary schedules.

17. Additional Work Days

Administrators will have 2 additional work days added to the contract year for 2012-2013 and 2 more days added for 2013-14 and beyond. These days are reserved for mandatory training for all administrators. The training will be determined and directed by the District.

18. Legislative or Department of Education Changes in Law or Policy

The parties agree to meet to consider any changes in NRS or DOE policy that may affect this agreement for the duration of the project.