

Douglas County School District
SITE ADMINISTRATOR & DISTRICT DIRECTOR SALARY SCHEDULE
2008-2009

1. Administrative Base Salary Schedule

EXPERIENCE	RATIO TO						12-MONTH
STEP	BASE	200 DAYS	205 DAYS	210 DAYS	215 DAYS	220 DAYS	CONTRACT
0	100.0	59,143	60,519	61,890	63,265	64,638	67,389
1	102.5	60,621	62,032	63,437	64,847	66,254	69,074
2	105.0	62,100	63,545	64,984	66,428	67,870	70,759
3	107.5	63,578	65,058	66,532	68,010	69,486	72,444
4	110.0	65,057	66,571	68,079	69,591	71,102	74,128
5	112.5	66,536	68,084	69,626	71,173	72,718	75,813
6	115.0	68,014	69,597	71,173	72,755	74,334	77,498
7	117.5	69,493	71,110	72,721	74,336	75,950	79,182

2. Work Year by Position

Vice Principals of Elementary Schools	200 Days
Vice Principals of High Schools under 500 Pupils	205 Days
All Other Vice Principals and Traditional Calendar Elementary Principals	210 Days
Middle School Principals of Schools under 500 Pupils	215 Days
High School Principals; Middle School Principals of Schools over 500 Pupils; Director of Curriculum; Director of Grants and Assessments	220 Days
Director of Special Services	12 Month Contract

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 experience step in which the total amount of administrative experience in Nevada is reflected.

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	
Director of Special Services, Director of Curriculum, Director of Grants and Assessments		118	

6. Education Factor

M.A. + 16 Units - - 3% of 210 days "0" Step Base =	1,857
M.A. + 32 Units - - 6% of 210 days "0" Step Base =	3,713
Earned Doctorate Degree	1,000

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 accidental death with 24-hour coverage.

The District will also provide each member of the management team with a \$30,000 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) (to be written)

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. Education Credit

Course work intended for advancement on the salary schedule is to be upper division or graduate level and approved in advance by the Superintendent on a form provided by the District. A grade no lower than a "B" must be earned.

12. Retirement

The total contribution to the Nevada Public Employees' Retirement System is paid by the District.

13. Longevity Service Increment

Any administrator in a contracted position who has completed five, ten, fifteen or twenty 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 step 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 step placement.
- ~ The year following completion of 15 years of Douglas County School District administrative experience, a longevity measurement of ten percent (10%) above regular range and step placement.
- ~ The year following completion of 20 years of Douglas County School District administrative experience, a longevity measurement of fifteen percent (15%) above regular range and step 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.

14. Performance Evaluation

An administrator must have a satisfactory performance evaluation 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, 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.

Method of Computing Annual Compensation

- A. Determine Placement on base salary schedule (work year and experience).
- 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, 1.10 - following 15 years of service and 1.15 - following 20 years of service.
- E. If applicable, add the earned Doctorate Degree stipend.