

THE UNIFIER

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CLARK COUNTY ASSOCIATION OF SCHOOL ADMINISTRATORS AND PROFESSIONAL-TECHNICAL EMPLOYEES

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STEPHEN AUGSPURGER, EXECUTIVE DIRECTOR

CCASAPE ELECTION RESULTS

CCASAPE election results for 2008-2009 are as follows:

President Elect..... Cathy Conger
Secretary..... Joe Murphy
Treasurer Beverly Mathis
At-Large Member Jeff Hafen
At-Large Member Beth Howe
At-Large Member Andre Long
At-Large Member Karen Smallwood

President Elect, Cathy Conger; President, Ron Montoya; Past President, Charles Anderson; Secretary, Joe Murphy; and Treasurer, Beverly Mathis will serve on the Executive Board for the 2008-2009 school year. Sue Dallenbach, Greta Peay, and Robin Rankow will begin their second year as At-Large members of the Representative Council. Since Cathy Conger would have been a second year At-Large Representative Council member, but was elected President-Elect, the CCASAPE Executive Board will appoint a replacement to fulfill her remaining one year term. This appointment will occur in August.

On behalf of the entire CCASAPE membership, we would like to thank Cardon Allred, Tom Barberini, Bernie Chamberlain, Rick Detisch, LeRoy Espinosa, David Harcourt, Jeff Hybarger, Kevin McPartlin, and George Ullom for their interest in running for CCASAPE office.

Additionally, the efforts of the Nomination Committee composed of Jeff Hybarger, David Erbach, and Mark Gums are greatly appreciated.

The President of the Clark County Association of Elementary School Principals (CCAESP), Shawn Paquette, and the President of the Clark County Association of Secondary School Principals (CCASSP), Jeff Geihs, will represent their respective associations as members of the CCASAPE Representative Council. Jeff Hafen will represent the professional-technical employees.

A special thank you is extended to Bart Mangino and Karen Smallwood for their service as Past President and Secretary, respectively, for the 2007-2008 school year. In addition, Tom Barberini, David Harcourt, Joe Murphy and Beth Howe have completed their two (2) year term on the Representative Council. Additionally, LeRoy Espinosa completed his term on the Representative Council as the President of the

Clark County Association of Elementary School Principals. The contributions and service of these individuals to CCASAPE have benefited all members and their commitment is very much appreciated.

CCASAPE / CCSD CONTRACT NEGOTIATIONS COMPLETED

Contract negotiations between CCASAPE and the District concluded June 26 when the Agreement was approved by the Board of School Trustees. Contract changes have previously been reported to the membership. The new contract can be viewed on the CCASAPE website at www.ccasa.net. The 4% salary increase was included in paychecks on July 10 for twelve month administrators and will be included on paychecks for ten- and eleven-month administrators on August 10. The increase in the doctoral stipend, the stipend for principals supervising two schools, one of which is rural, and the additional longevity stipend at the beginning of the 30th year will be included in the August 10 paychecks for all eligible administrators. A retro payment back to July 1 will be provided for twelve-month administrators. All contract enhancements became effective July 1, 2008.

Thanks and appreciation is extended to the CCASAPE negotiations team for their work and effort throughout this lengthy process. The team consists of Charles Anderson, Jerry Boles, Cathy Conger, Jeff Hafen, Jamey Hood, Bart Mangino, Ron Montoya, Joe Murphy, Jessie Phee, and CCASAPE staff Allin Chandler, Mark Coleman and Stephen Augspurger. If you have questions regarding contract changes or any contract issue, please contact the CCASAPE office at 796-9602.

On behalf of all administrators, CCASAPE would like to express its appreciation to the Board of School Trustees for their resolve in approving the contract with the 4% salary increase in spite of a concerted effort by the media and other public officials for them to vote "no" on a 4% salary increase that was bargained in good faith.

MEMBERSHIP	
CCSD ADMINISTRATIVE EMPLOYEES	1066
CCSD PROFESSIONAL-TECHNICAL EMPLOYEES	232
CCASAPE MEMBERS	1277
CCASAPE AFFILIATES (RETIREES)	318

CCSD HEALTH INSURANCE CONTRIBUTION INCREASES

Effective July 1, 2008, the CCSD health trust contribution negotiated by CCASAPE increased from \$608.36 to \$670.62. The increased contribution of \$62.26 can only be applied to health benefits provided to administrators through the School Administrators' and Professional-technical Employees' Welfare Trust and was used to offset the current out-of-pocket expenses for administrators who have dependents on the plan. Administrators without dependents will continue to have no out-of-pocket costs for the comprehensive medical benefits package. The \$62.26 represents the increase in state health benefit money that CCASAPE identified during negotiations. This additional increase is provided in the state education budget for health benefits.

WELFARE TRUST UNUSED SICK LEAVE & RETIREE HEALTH REIMBURSEMENT

For 2007-2008, Article 21-5 of the Negotiated Agreement between the Clark County Association of School Administrators and Professional-technical Employees and the Clark County School District provides that the District contribute \$6.29 per administrator, per month, to the School Administrators' and Professional-technical Employees' Welfare Trust for a retiree health reimbursement benefit to assist eligible retirees with the costs of health coverage. The Welfare Trust pays \$450.00 annually to each eligible retired administrator and professional-technical employee in either June or January of the five (5) years following retirement. In June, the CCASAPE Trust distributed \$26,100 to the eligible retired administrators for retiree health reimbursement.

For 2007-2008, Article 21-8 of the Negotiated Agreement provides that the District contribute \$7.21 per administrator, per month, to the School Administrators' and Professional-technical Employees' Welfare Trust for unused sick leave reimbursement. Eligible retired administrators and professional-technical employees receive \$10.00 per day for up to 250 days of unused sick leave in either June or January following their separation from the District. In June, the Welfare Trust distributed \$18,010 to eligible retired administrators for unused sick leave.

With the June 2008 payouts, the Welfare Trust has paid out cumulative amounts of \$1,020,150 for retiree health reimbursement and \$1,161,890 for unused sick leave reimbursement for a combined total of \$2,182,040 since these payouts were begun in 1990 and 1987, respectively.

COMMITTEE VOLUNTEERS

Ron Montoya, CCASAPE President, is seeking volunteers to serve on various CCASAPE and CCSD committees. If you are interested in serving on a CCASAPE committee or as a CCASAPE appointment to a CCSD committee, please call the CCASAPE office at 796-9602 or Ron Montoya at 799-5450.

PROBATIONARY EMPLOYMENT PERIOD FOR ADMINISTRATORS

NRS 391.3197 outlines the statutory provisions regarding probationary administrators. Probationary employees are encouraged to review this statute to become familiar with the provisions regarding their probationary employment period. Among other provisions, this statute stipulates that probationary employees are employed on a contract basis for two 1-year periods and have no right to employment after either of the two probationary contract years. However, if a probationary employee receives three satisfactory evaluations during the first probationary year, the second year of probation shall be waived. The statute requires that this waiver be provided in writing on the final evaluation of the employee for the first probationary year. Such an employee is entitled to be a postprobationary employee in the ensuing year of employment.

NRS 391.3125 stipulates that written evaluations for probationary administrative employees must be concluded not later than December 1, February 1, and April 1. Administrators employed prior to December 1 must be evaluated according to the schedule outlined in this statute. Those probationary administrators who receive three satisfactory evaluations should expect to see the waiver language included in the final evaluation. Administrators who are hired prior to December 1, but do not receive evaluations according to the statutory timeline outlined in NRS 391.3125, should contact the CCASAPE office.

Probationary administrators working in a year-round school may be evaluated on a different schedule determined by the Board.

School-based administrators are reminded that an administrator who completes his/her probationary period and is later appointed to the position of principal, must serve an additional probationary period of one year in the position of principal.

For any probationary administrator hired after December 1, the employment from the hire date through June 30th, will not count as one of the two 1-year periods of probation.

UNSATISFACTORY EVALUATIONS

Any administrator who receives an unsatisfactory evaluation is encouraged to contact the CCASAPE office for assistance in reviewing the evaluation. In a recent situation, an administrator received an unsatisfactory evaluation, but did not contact CCASAPE. The administrator became aware after the timeline had elapsed for challenging the unsatisfactory evaluation that the evaluation contained significant procedural and contractual violations. Unsatisfactory evaluations and disciplinary documents must be legally sufficient, must be consistent with contractual requirements outlined in the Agreement between CCASAPE and the District, and must be consistent

with the relevant provisions of the Nevada Revised Statutes.

PRINCIPAL SURVEY RESULTS

This past June, CCASAPE initiated an electronic survey for all principals. Survey results have been compiled and will soon be shared with Dr. Rulfes, Dr. Kohut-Rost, and with the region superintendents. Survey results will be provided to the membership in the August/September *Unifier*. Principal response to the survey was good with 61% (197 of 325) principals responding. CCASAPE appreciates the time and effort responding principals put forth to this important survey.

COMPENSATORY TIME FOR ELEMENTARY ASSISTANT PRINCIPALS ASSIGNED TO TWO SCHOOLS

Elementary assistant principals assigned to two schools are reminded that Article 15-6-8 in the Agreement between the District and CCASAPE stipulates that 16 hours of compensatory time will be credited in June. Assignments of less than one year will be prorated. The 16 hours of compensatory time provided under this article should have been reported on the June 25 paycheck.

SHELTERING VACATION PAYOFFS

As you know, upon retirement or separation from the school district, administrators who are 55 or older or who will turn 55 during the calendar year they retire or separate from the District will automatically have some or all of their vacation payoff deposited into the 403(b) Special Pay Plan. Up to \$46,000 may be sheltered, but the amount to be sheltered may not exceed plan year income. The amount eligible to be sheltered will also be reduced by the amount already sheltered in your 403(b) voluntary tax shelter plan. Participating administrators will avoid the payment of Medicare tax, if applicable, and will postpone and possibly reduce the payment of federal income tax.

As you are aware, administrators **who are younger than 55** during the year they retire or separate from the District are not eligible to participate in this 403(b) Special Pay Plan. Many administrators retiring or separating from the District and younger than 55 have expressed concern that they are not able to participate in the 403(b) Plan, but yet would like to shelter a portion or all of the final vacation payoff.

Administrators younger than 55 may be eligible to shelter all or part of the vacation payoff by establishing a voluntary 403(b) account or a 457(b) account **through the District Benefits Office**. Administrators 50 or older can shelter up to \$20,500 in a voluntary 403(b) account and \$20,500 in a 457(b) account (\$41,000 total). Administrators under 50 can shelter up to \$15,500 in each account (\$31,000 total). In this manner, some or all of the vacation payoff at retirement or separation can be sheltered if these accounts do not exceed the maximum contributions during the plan year coinciding with retirement or

separation. Staff in the Benefits Office can assist administrators with establishing these accounts. Administrators are encouraged to meet with a tax professional prior to making changes that may impact their tax obligation.

If you have questions or would like additional information regarding any aspect of the 403(b) Special Pay Plan, please do not hesitate to contact the CCASAPE office or Paul Larson at AIG Retirement, 796-0047.

JUNE REPRESENTATIVE COUNCIL MEETING

On June 12, 2008, the CCASAPE Representative Council held its regular monthly meeting. The major items discussed and/or actions taken during the Representative Council meeting included the following:

1. The revenue, expenditures, and balances within the CCASAPE Association and Trust Fund Accounts;
2. Old Business:
 - A. 2007-2009 Negotiations Update – Stephen outlined the status of negotiations between CCASAPE and the District. Approval was provided by the Representative Council to submit all current proposals to the Board for discussion and final approval in a closed session at the June 26th meeting;
 - B. Principal Survey – The distribution of the electronic survey to principals was outlined. Completed surveys will be due to the CCASAPE office not later than June 20, 2008;
 - C. Welfare Trust Update – Four third party administrators (TPA's) responded to the request for proposal distributed by the Trust attorney, Adam Segal. Interviews with those responding have been scheduled for June 17, 2008, with a final selection to be made as soon as possible. The first Trustee meeting for the School Administrators' and Professional-technical Employees' Welfare Trust has been scheduled for Tuesday, July 22 at the CCASAPE office. The Trust attorney, the outside auditor and the vendor selected to serve as the third party administrator will attend the Trustee meeting. The Plan Purchasers Protection Liability policy and the Fiduciary Liability policy have been renewed for the Trust. Additionally, the outside audit of Trust accounts will soon be completed by Berry and Company, CPA's. The completion of the audit is a requirement to renew each of the Trust insurance policies and to transfer decision-making authority from the Representative Council to the Welfare Trust Trustees;
 - D. General Membership Meeting – The general membership meeting was held June 3, 2008, at the Palace Station Hotel. Stephen

summarized the activities that took place at the meeting;

3. New Business:

- A. Unused Sick Leave / Retiree Medical Payouts – The Representative Council approved the revised June payouts for unused sick leave and retiree medical as presented;
- B. CCASAPE Elections – The CCASAPE election process and the slate of candidates were reviewed;
- C. Administrative Transfer and Promotion – Stephen provided an overview of a recent *Unifier* article related to CCASAPE's concerns regarding transfer and promotion;

4. Committee Reports:

- A. CCAESP – Karen Smallwood reported that a new \$1,000 scholarship program has been developed by the Association and will become available for the 2008-2009 school year;
- B. CCASSP – Beth Howe reported that a CCASSP website will be operational for next year;
- C. Legal Committee – Ron Montoya, CCASAPE President-elect, indicated there was no legal activity to report; and

5. Executive Director's Report – Stephen provided a review of the accountant's report, membership report, the various CCASAPE activities, and the types of assistance provided to CCASAPE members.

CONGRATULATIONS TO RETIREES

Between January 1 and June 30, 2008, Cynthia Altemara, John Balistere, Barbara Belak, Oscar Cardona, Denise Karpelena, Linda Goodman LoBue, Ruth Litterini, Dan McPartlin, Jane Parsons, DeAnna Stidham, Sam Upton, and Don Williamson retired from the Clark County School District. CCASAPE appreciates the many years of service these individuals have given to the students of the District. Congratulations and best wishes are extended to these latest retirees. It has been a pleasure working with each of them. For your information, 43 additional administrators have turned in CCF-164's announcing their retirement from the District between June 30 and December 31, 2008. Additionally, 22 administrators resigned or announced their resignations between January 1, 2008, and September 25, 2008, and an additional 4 administrators returned to licensed status.

<p>CCASAPE REPRESENTATIVE COUNCIL 2008-2009</p>
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EXECUTIVE BOARD

President	Ron Montoya	Valley HS	5450
President Elect	Cathy Conger	Ronzone ES	4780
Past President	Charles Anderson	Food Service	8123
Secretary	Joe Murphy	Mack MS	2005
Treasurer	Beverly Mathis	Booker ES	4720

REPRESENTATIVES

First Year	Jeff Hafen	Training & Dev	387-0634
First Year	Beth Howe	Greenspun JHS	0920
First Year	Andre Long	LV Academy	7800
First Year	Karen Smallwood	Scherkenbach ES	3401
Second Year	TBD	TBD	TBD
Second Year	Sue Daellenbach	Assessment	2808
Second Year	Greta Peay	Support Recruit	855-5444
Second Year	Robin Rankow	Partnership	6560

PROFESSIONAL ASSOCIATION REPRESENTATIVES

CCAESP	Shawn Paquette	Forbuss ES	6840
CCASSP	Jeff Geihs	Cheyenne HS	4830
Prof-technical	Jeff Hafen	Training & Dev	387-0634

CCASAPE STAFF

Stephen Augspurger	Executive Director	796-9602
Mark Coleman	Deputy Director	796-9602
Allin Chandler		796-9602
Debbie Cavin	Office Manager	796-9602
Sadie Tanaka	Special Projects	796-9602
FAX		796-9624