

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 329
CERTIFIED STAFF**

**PLACEMENT ON SALARY SCHEDULE
(TEACHERS LICENSED IN OTHER STATES)**

Board Policy 329 authorizes the Superintendent to credit new employees for prior experience in initial placement on the salary schedule. In practice, this responsibility is delegated to the Associate Superintendent of Human Resources.

Certificated personnel may be credited on the basis of one year credit for each year of experience in the same or a related position in a public or private school or District located in any state or territory of the United States if the Commission on Professional Standards in Education has approved the standards for licensing teachers of that state, or if the Commission has authorized reciprocal licensure of educational personnel from the state under consideration.

It is the responsibility of the teacher or other certificated employee to provide verification of all prior experience and credit.

In order to advance one full step on the salary schedule, an employee must have served the District three-fourths or more of the prior contractual year. Those full-time employees who serve the District more than one-half, but less than three-fourths, of the prior contractual year will be advanced one-half step on the salary schedule. Employees serving less than one-half of the prior fiscal year will not be advanced on the salary schedule.

Employees who are working on a half-time contract will be advanced one-half step on the salary schedule.

Adopted: April 15, 1981
Revised: December 1, 1983
September 27, 2016