



NYE COUNTY SCHOOL DISTRICT

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MEMORANDUM

TO: NCSD Board of Trustees

FROM: Michelle "Chelle" Wright, Director of Human Resources

DATE: December 11, 2025

RE: Early Notification of Retirement/Resignation Incentive Report

Please allow this memorandum to serve as an official report to the BOT of the number of employees who took advantage of the early notification of retirement incentive for the 2024-2025 school year.

This financial incentive applies to certified personnel only (any certified employee holding a license with the Nevada Department of Education) and is paid to the employee on their final payroll. To be eligible, the certified employee must have completed their contract year.

For the 2024-2025 school year, NCSD received twelve (12) early retirement/resignation notifications from certified personnel, which is one (1) more than we received in the 2023-2024 school year. All of these individuals received an incentive of \$300 on the last check of their contract year, with a total of \$3,600.00 paid out. Of the twelve (12) early notifications, eleven (11) positions were filled prior to the start of school in August 2025 and one (1) position has a long-term substitute in place.

If a certified employee opts out of this incentive opportunity, NRS 391.810 states that notification of retirement/resignation is due in writing no later than May 10th of each year.

Based on BOT approval, the incentive is in effect on a continual basis to allow NCSD additional time to advertise and recruit for vacant positions for each upcoming school year. Thank you for your continued support of this program.

Attachment: 2026 Early Notification of Retirement Incentive Letter (this draft letter will be sent to certified employees on January 1, 2026)