



NYE COUNTY SCHOOL DISTRICT

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MEMORANDUM

TO: NCS D Board of Trustees
FROM: Michelle “Chelle” Wright, PHR, Director of Human Resources
DATE: December 12, 2024
RE: Critical Labor Shortage Request - Substitute Administrators (Substitute Principals, Substitute Assistant Principals, and Substitute Deans)

Recommendation

That the Board of Trustees approve to designate a critical labor shortage in Substitute Administrator positions, to include Substitute Principals, Substitute Assistant Principals, and Substitute Deans, and allow applications from retired employees to fill the positions as permitted under NRS 286.523.

Background Information

Substitute administrators have become an area of concern, as we have experienced an increased need for subs to fill these roles, due to turnover, a limited number of qualified applications, and ongoing coverage needs for administrators during approved leave, training/required meetings, and other absences. Currently, there are only three (3) substitute administrators available, all of whom are retired NCS D employees. One is rapidly approaching the annual hours limit for substitutes. These substitutes must be prepared to lead and support schools during the absence of the regular administrator. It is difficult to develop and maintain a robust substitute administrator pool, based on the requirement for candidates to hold a degree and license in Educational Administration/Leadership, and preferred previous school administrator experience. Based on the required qualifications and preferred experience, we have received a limited number of qualified applications. The ability to utilize substitutes to fill these roles is imperative to help the District provide necessary coverage within our schools. We have seven retired administrators and several retired teachers who have retired over the past four years, who would be eligible to return as substitute administrators.

If the Board approves the critical shortage area requested, it allows a retired employee to return to work for the District as a substitute and receive their salary, while retaining their ability to draw on their retirement from PERS. This is a great benefit to a retiree, and allows the District to employ an experienced employee in a hard-to-fill position without requiring additional funding.

Budget Considerations

N/A

Attachment(s)

NRS 286.523 Critical Needs Law

Critical Need Position Designation Form - Substitute Administrators (Substitute Principals, Substitute Assistant Principals, and Substitute Deans)