



Joint Hearing Panel Question & Answer

If you have an issue regarding your placement on the current salary schedule, you can either submit an appeal to the Joint Hearing Panel (composed of 3 members each from CCEA and CCSD), and the decision rendered by that Panel process is final, OR you can simply file a grievance to seek resolution of your placement issue.

What are the timelines for this process?

- All disputes must be filed by January 29, 2016. All issues should be resolved by February 15, 2016 in order to determine your placement on the new salary schedule that takes effect March 1, 2016.

What can be presented?

- If you believe your placement on the current salary schedule is incorrect regarding steps and/or columns, then you can submit an appeal to determine if there is an adjustment needed.
Note: Any negotiation settlement or arbitration settlement that changed step and/or column placement is not subject to this process.

How does it work?

- First, fill out the appeal form, which is available online for download at www.ccea-nv.org, and send it to CCEA via email (info@ccea-nv.org), fax (702-733-0240), or hand-delivery to the CCEA office. Make clear the nature of your issue, i.e. is it step placement, column placement, or both.

What do I need to have?

- When you submit the form, please include all documentation which supports your claim. Do not assume that any documents previously submitted to Human Resources/CCSD will be available to the Joint Hearing Panel.

What if I attained my Masters, PhD, or National Board Certification during the 2015-2016 School Year?

- If you attained or will attain any of the above during the 2015-2016 school year, then you will receive the appropriate placement credit pursuant to the recently-ratified Collective Bargaining Agreement.

What if I am still unsure on how to proceed?

- Call the CCEA office and ask to speak with a UniServ Director: 702-733-3063.