

REQUEST FOR COLUMN ADVANCEMENT LICENSED EMPLOYEE

Column advancement (horizontal movement) on the Licensed Professional Salary Table is provided for in Article 26-3 of the 2015-2017 Negotiated Agreement between the Clark County School District and the Clark County Education Association. Licensed employees who are eligible for the two-year track must meet all of the following requirements:

- have signed and administrator-approved Professional Growth Plans (PGPs) for the 2016-2017 and 2017-2018 school years
- have successfully accrued or will be successfully accruing 225 Contact Units (CUs) towards the approved PGPs:
 - while working at a Title I Tier 1 or Title I Tier 2 school during the 2016-2017 and 2017-2018 school years, or
 - while assigned as a self-contained special education teacher during the 2016-2017 and 2017-2018 school years per the provision in the PGS Reference Guide
- continue to be assigned at a school designated as a Title I Tier 1, or Title I Tier 2, or as a self-contained special education teacher during the third year

To be considered for a column advancement, the licensed employee must submit the required documents according to the timelines set below:

November 9, 2017 Deadline to submit PGS7, Request for Column Advancement Licensed Employee, form to Human Resources via e-mail to: salaryadvancement@nv.ccsd.net (hard copy forms will **not** be accepted)

August 31, 2018 Deadline to complete all requirements for all contact hours/coursework being used for the column advancement

October 1, 2018 Deadline to submit to the Professional Growth System (PGS) Department the following forms: PGS1, PGS2, PGS3, and all accompanying certificates and/or original transcripts

EMPLOYEE NAME (LAST, FIRST, MIDDLE INITIAL):		EMPLOYEE ID NUMBER:		LAST FOUF	R OF SSN:
E-MAIL ADDRESS:		PHONE NUMBER:			
2016-2017 SCHOOL/WORK LOCATION NAME:	LOCATION NUMBER:		SELF-CONTAINED SPECIAL EDUCATION POSITION:		JCATION POSITION:
				U YES	□ NO
2017-2018 SCHOOL/WORK LOCATION NAME:	LOCATION NUMBER:		SELF-CONTAINED SPECIAL EDUCATION POSITION:		
				U YES	□ NO

I hereby request a column advancement. I understand the following terms related to the submission of this form:

- the column advancement will be effective, if applicable, with the first paycheck of the contract year
- any cancellation to a request for column advancement must be sent via e-mail to salaryadvancement@nv.ccsd.net no later than July 2, 2018
- · my salary will be reduced by any amount overpaid
- the responsibility to track all my CUs and to meet all PGS requirements is solely mine

Employee Name (Last, First, MI)

Digital ID Signature / Signature

Date

HR USE ONLY:

CURRENT STEP-COLUMN:	CURRENT BASE SALARY:	NEW STEP-COLUMN:	NEW BASE SALARY:	SCHOOL YEAR:	PROCESSED BY:	PAY DATE:

PGS DEPARTMENT USE ONLY:

TOTAL CUS EARNED:	CONFIRMED BY:	DATE: