



SUPERINTENDENT APPLICATION PACKET

Churchill County School District
Fallon, Nevada

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Welcome to Churchill County School District & Fallon, Nevada

An exceptional place to lead, live, and grow.

About Churchill County School District

Nestled in the heart of Fallon, Nevada, the Churchill County School District serves students from early childhood through high school with a strong commitment to academic excellence, personal growth, and community connection. Our intentional grade structure supports students at every stage of their educational journey, fostering engaged, responsible learners prepared for life beyond the classroom. The District includes one Early Childhood Education Center, three elementary schools, one middle school, and Churchill County High School — each focused on nurturing curiosity and resilience in every child.

As a leader here, you'll have the opportunity to work alongside dedicated educators, families, and community partners who believe in the transformative power of public education and the potential of every student.

A Community That Supports Schools & Families

Fallon is proudly known as the “Oasis of Nevada,” a community rooted in agricultural heritage and small-town spirit, located just about 60 miles east of Reno, and within 90 minutes of Lake Tahoe. Its fertile Lahontan Valley setting offers a welcoming, close-knit environment where residents enjoy the best of rural living with access to cultural, recreational, and outdoor amenities.

One of Fallon's most distinctive features is that it is home to Naval Air Station Fallon, a premier U.S. Navy training facility. The presence of NAS Fallon contributes to the community's stability, diversity, and strong sense of service, and reinforces the close partnership between schools, families, and the broader community in supporting students from a wide range of backgrounds.

From community celebrations and arts events to nature-based experiences:

- The region's vast wetlands at the Stillwater National Wildlife Refuge attract internationally significant bird migrations and offer year-round outdoor engagement.
- Historic downtown Fallon features charming local shops, cafés, and cultural venues, like the Oats Park Arts Center.
- Annual traditions such as the Lattin Farm's Corn Maze & Fall Festival and the Fallon Cantaloupe Festival showcase the community's hospitality and deep-rooted traditions.

Fallon balances community warmth with opportunity — a place where educational leaders can forge meaningful partnerships, help shape the future of the district, and enjoy a high quality of life in one of Nevada's most inviting small cities.

Why Lead Here?

Choosing to lead in Churchill County means becoming part of a community that values collaboration, embraces innovation, and champions student success. With supportive families, engaged staff, and a community that welcomes involvement, this role offers both professional fulfillment and the chance to make a long-lasting impact.

We invite you to explore what life and leadership in Churchill County can offer — and to imagine the possibilities of shaping the next chapter of education here.

Churchill County School District



MISSION: *Everyone Always Learning*

VISION:

We will implement educational opportunities to:

- develop “life ready” learners;
- develop the whole person through intentional experiences that lead to engaged citizens; and
- formalize internal and external communication structures between students, teachers, leadership, families, and community to create effective engagement and collaboration.

BELIEFS:

- All people have inherently equal worth.
- All people can learn.
- Personalized learning supports individuals as they discover and develop their unique talents.
- Learning can be measured in different ways and occurs throughout life at different speeds, in various settings, with diverse methods.
- Individuals are responsible for the choices they make.
- High expectations inspire high performance.
- Personal effort is essential to achieve full potential.
- A community thrives when individuals support each other.
- Effective instruction and maximum achievement require a safe environment and teamwork among parents, school district employees, and students.
- Integrity and respect are essential in building trusting relationships.
- Embracing diversity strengthens and enriches our community.
- A nurturing, supportive family is uniquely important to a child’s healthy development.
- Character is an important component of instruction.

#AlwaysLearning



CHURCHILL COUNTY SCHOOL DISTRICT | FALLON, NEVADA

Superintendent of Schools - Application Process and Instructions

Churchill County School District invites qualified candidates to apply for the position of Superintendent of Schools. The application process is designed to ensure a fair, transparent, and efficient search in compliance with Nevada law.

APPLICATION REQUIREMENTS

A completed application packet must include the following:

1. Completed **Application for Superintendent**
2. **Letter of Interest**, addressing the candidate's qualifications, leadership experience, and interest in serving as Superintendent of Churchill County School District
3. Current **Résumé**
4. Signed **Waiver of Potential Statutory Notice** (required)
5. Signed **Background Check Disclosure and Authorization** (required)

Incomplete application packets may not be considered.

IMPORTANT NOTICE REGARDING NEVADA OPEN MEETING LAW

In accordance with Nevada Open Meeting Law requirements, applicants are required to sign a Waiver of Potential Statutory Notice as part of the application process. The waiver relates to notice provisions under Nevada law that may apply when a public body discusses an individual's professional competence. Signing the waiver allows the Board of Trustees to consider applications and conduct the superintendent search selection process in a timely and efficient manner, consistent with Nevada Open Meeting Law requirements. Applicants who do not submit a signed waiver may not be considered in certain stages of the selection process.

SUBMISSION INSTRUCTIONS AND DEADLINE

All application materials must be received no later than: **February 14, 2026**

Applications should be submitted electronically, preferably by email, to:

Keith Lewis | Modern EducateHR | keith@moderneducatehr.com

If electronic submission is not possible, candidates should contact **Keith Lewis** promptly to make alternative arrangements.

QUESTIONS

For questions regarding the application process, please contact:

Keith Lewis | keith@moderneducatehr.com | (775) 443-5451

ADDITIONAL INFORMATION

1. **Confidentiality Notice** – Applicant materials may be subject to disclosure under Nevada public records law. Churchill County School District has retained Modern EducateHR to assist with this recruitment, and Modern EducateHR is acting as an independent search consultant and agent of the District for purposes of this recruitment. Churchill County School District will comply with all applicable legal requirements regarding confidentiality and disclosure.
2. **Candidate Identity and Public Disclosure** – The identify of applicants will be treated as confidential to the extent permitted by Nevada law. Churchill County School District does not intend to publicly release the names of candidates during the initial screening process. Applicant identities will only be publicly disclosed if and when Modern EducateHR recommends a slate of finalists to the Board of Trustees for consideration and the Board takes action to identify finalists for interview in compliance with Nevada Open Meeting Law requirements.
3. **Equal Opportunity Statement** – Churchill County School District is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, disability, or any other status protected by law.



CHURCHILL COUNTY SCHOOL DISTRICT | FALON, NEVADA

Superintendent Candidate Profile

PURPOSE

The candidate profile for the Superintendent reflects the priorities and expectations previously established by the Churchill County School District Board of Trustees, informed by effective leadership practices and experiences common to successful small and rural school districts.

MINIMUM QUALIFICATIONS

The Board seeks candidates who meet the following minimum qualifications:

- Holds, or is eligible to hold, a Nevada school administrative license with authorization to serve as superintendent.
- Possesses a master's degree in education or a related field, or equivalent qualifications.
- A minimum of five (5) years of school administration experience at the school and/or district level, such as service as a principal, assistant principal, central office administrator, or comparable leadership role.
- Willingness to become a resident of Churchill County within six (6) months of accepting the position.

PREFERRED QUALIFICATIONS

- Successful teaching experience at the elementary and/or secondary level.

LEADERSHIP PROFILE AND DESIRED ATTRIBUTES

Educational & Instructional Leadership

The Board seeks a superintendent who:

- Is a strong instructional leader with a solid background in the classroom and school administration.
- Understands, supports, and promotes effective instruction and student-centered practices.
- Maintains a long-term vision for student success, including innovative practices and, where appropriate, competency-based learning.
- Builds a positive learning climate that supports all students through multi-tiered systems of support.

Governance & Organizational Leadership

The ideal candidate will:

- Clearly understand and respect the distinct roles of the Board and Superintendent, serving as a trusted advisor to the Board.
- Function as an effective governance team member, working collaboratively with the Board to advance district goals.
- Establish clear expectations and hold self and others accountable for results.
- Be consistent, fair, and dependable in the application of Board policies and administrative decisions.
- Demonstrate the courage to make difficult decisions when necessary and follow through in the best interest of students and the district.

Financial Stewardship & Operations

The Board desires a superintendent who:

- Demonstrates solid budgeting skills and a clear understanding of Nevada school finance.
- Acts as an effective steward of district resources, making decisions that reflect both short-term realities and long-term district sustainability.
- Understands the financial implications of staffing, collective bargaining, and operational decisions.

Staff Leadership & Human Resources

The successful candidate will:

- Have a proven history of effective leadership that values the contributions of all staff.
- Empower others through appropriate delegation and leadership development.
- Demonstrate a strong record of successful hiring practices and personnel management.
- Foster collaboration and teamwork across schools, grade levels, and departments.

Communication, Visibility, & Community Engagement

Churchill County seeks a superintendent who:

- Is highly visible and actively engaged in schools, extracurricular activities, and community events.
- Is an exceptional communicator and listener who invites input and feedback from staff, families, students, and community members.
- Builds and sustains strong partnerships with parents, community organizations, the military, local government, and higher education.

- Serves as a statewide advocate for Churchill County schools and effectively tells the district's story.
- Understands and capitalizes on the strengths of a small, rural Nevada community.

Community Commitment & Values

The Board seeks a leader who:

- Embraces the District's Mission, Vision, and Beliefs.
- Respects and honors the traditions, values, and history of Churchill County School District.
- Is committed to serving all students and families from all backgrounds, valuing diverse perspectives and community input.
- Demonstrates a sincere commitment to remaining in the district for the long term and becoming an integral part of the Churchill County community.

SUMMARY

The Churchill County School District seeks a superintendent who is a visible, collaborative, and courageous educational leader, grounded in the values of the community, skilled in governance and finance, and deeply committed to student success. The Board desires a superintendent who will lead with integrity, build trust, strengthen partnerships, and guide the district forward while honoring its proud traditions.



CHURCHILL COUNTY SCHOOL DISTRICT | FALON, NEVADA

Superintendent Search Timeline – Information for Candidates

The following timeline is provided to assist prospective candidates in understanding the anticipated process, key milestones, and projected dates associated with the Churchill County School District Superintendent search.

Churchill County School District is committed to conducting a thorough, transparent, and efficient search process that respects candidates' time while ensuring meaningful engagement with the Board of Trustees and community stakeholders. This tentative timeline is intended to help candidates plan accordingly, particularly with respect to application deadlines, interview windows, and anticipated selection and contract approval dates.

While the District and its search consultant, Modern EducateHR, will make every effort to adhere to this timeline, candidates should note that dates may be adjusted as necessary to comply with Nevada Open Meeting Law requirements, accommodate Board scheduling needs, or respond to circumstances that arise during the search process. Any material adjustments will be communicated promptly to candidates who remain under consideration.

Candidates are encouraged to review the timeline carefully, as it outlines:

- The projected posting and application period
- The screening and finalist selection process
- Anticipated interview dates
- The expected timeframe for superintendent selection and contract approval
- Transition and entry planning expectations

Churchill County School District values clear communication and professionalism throughout the search process and appreciates candidates' interest in educational leadership opportunities within the District and the Fallon community.

Phase 1: Finalization of Superintendent Profile

Date: December 29, 2025

The Board of Trustees and Modern EducateHR met during a duly noticed Board meeting on December 29, 2025, to finalize the Superintendent Profile, including district priorities, leadership attributes, desired qualifications, and an anticipated salary range for the position. Finalizing the Superintendent Profile and salary range at this meeting allows recruitment and advertising activities to proceed immediately.

Phase 2: Posting, Advertising, and Active Recruitment

Date: December 30, 2025 – February 14, 2026

The Superintendent position will be posted and broadly advertised beginning December 30, 2025. The application period will remain open for a minimum of forty-five (45) days, closing on February 14, 2026.

During this period, Modern EducateHR will:

- Distribute announcements through regional and national superintendent networks
- Conduct targeted, confidential outreach to encourage highly qualified candidates
- Respond to candidate inquiries and manage application materials

This approach is designed to balance efficiency with best practices for attracting a strong and diverse pool of applicants.

Phase 3: Stakeholder Survey

Date: January 6 – January 27, 2026

During the recruitment period, Modern EducateHR will administer a stakeholder survey to gather input from staff, parents, and community members regarding district priorities and desired superintendent characteristics. Results of the survey will help inform the screening and interview process.

Phase 4: Screening and Preliminary Candidate Review

Date: February 16 – February 27, 2026

Following the close of the application period, Modern EducateHR will conduct an initial review of applications, including screening for qualifications and conducting reference and background reviews as appropriate. From this process, a preliminary pool of qualified candidates will be identified for further consideration.

Phase 5: Presentation and Selection of Finalists

Date: March 3, 2026

Following completion of candidate screening and reference checks, Modern EducateHR will present the Board of Trustees with a group of finalists for consideration. The identification of finalists and Board action to advance candidates to the interview phase is anticipated to occur during a duly noticed Board meeting on or about March 3, 2026.

During this meeting, the Board will determine which candidates will advance to the interview phase. If necessary to maintain momentum in the search process, the Board may elect to schedule an alternate or additional special meeting in compliance with Nevada Open Meeting Law.

Phase 6: Candidate Interviews

Date: March 12 – 13, 2026 or March 18 – 19, 2026

Finalist interviews are anticipated to take place during specially scheduled meetings in mid-March. Based on the overall timeline and the need to provide reasonable travel and preparation time, interviews are expected to occur on March 12–13, 2026, or alternatively March 18–19, 2026.

The interview process may occur over one or two days, depending on the structure of the interviews and any approved stakeholder participation. Candidates will receive detailed information in advance regarding interview expectations, format, and participants.

Following interviews, the District may elect to conduct an additional interview with a finalist prior to selection. All interview-related meetings and actions will be conducted in compliance with Nevada Open Meeting Law.

Phase 7: Selection of Superintendent and Contract Development

Anticipated Superintendent Selection Date: March 12-13, 2026 or March 18-19, 2026

Contract Development and Approval Window: March 12 – April 21, 2026

Following completion of finalist interviews, the Board of Trustees anticipates selecting a preferred candidate during a duly noticed meeting held in conjunction with the interview process, expected to occur on March 12-13 or March 18-19, 2026 timeframe.

Upon selection, the District, with support from Modern EducateHR, will immediately proceed with contract development and negotiations, with the goal of finalizing an employment agreement as expeditiously as practicable.

It is anticipated that the proposed contract will be presented to the Board for approval at the regularly scheduled March 31, 2026 Board meeting, provided contract terms are finalized and agenda items can be properly noticed in compliance with Nevada Open Meeting Law.

If the contract is not finalized in time for the March 31 meeting, the Board may elect to:

- Approve the contract at a specially scheduled Board meeting, or
- Consider approval at the April 21, 2026 regularly scheduled Board meeting.

Transition and Entry Planning

Date: April – June 2026

Following appointment, Modern EducateHR will support transition planning between the Board and the new Superintendent, including initial goal-setting and entry planning, consistent with the Scope of Work.

A start date of **July 1, 2026**, or another mutually agreed date, may be established by the Board.



CHURCHILL COUNTY SCHOOL DISTRICT

SUPERINTENDENT APPLICATION

APPLICATION INSTRUCTIONS

Thank you for your interest in the position of Superintendent of Schools for Churchill County School District. Please complete this application in full and submit all required materials by the deadline indicated in the official vacancy announcement. Incomplete applications may not be considered.

Applicants are encouraged to review the Superintendent Candidate Profile before submitting materials.

APPLICANT INFORMATION (Please type or print)

Full Legal Name

First Name Click or tap here to enter text.
Middle Initial Click or tap here to enter text.
Last Name Click or tap here to enter text.

Current Address

Street Click or tap here to enter text.
City Click or tap here to enter text.
State Click or tap here to enter text.
Zip Code Click or tap here to enter text.

Contact Information

Primary Phone Click or tap here to enter text.
Cell Phone Click or tap here to enter text.
Email Address Click or tap here to enter text.

Are you authorized to work in the United States?

Yes No

PROFESSIONAL CREDENTIALS

Current Education License

State of License Click or tap here to enter text.
License # Click or tap here to enter text.
Expiration Date Click or tap here to enter text.

Do you hold, or are you eligible to obtain, a valid Nevada Administrator's license?

Yes No

Other relevant administrative licenses or certifications

Click or tap here to enter text.

PROFESSIONAL EXPERIENCE SUMMARY

Please provide a brief overview of your experience as it relates to the superintendent role, including district size, scope of responsibility, and key leadership accomplishments.

Click or tap here to enter text.

EMPLOYMENT INFORMATION

Current Employer

Employer Name

Click or tap here to enter text.

Years with Current Employer

Click or tap here to enter text.

Current Employer Address

Street Click or tap here to enter text.

City Click or tap here to enter text.

State Click or tap here to enter text.

Zip Code Click or tap here to enter text.

Responsibility

How many people do you supervise in your current role?

Click or tap here to enter text.

What is the total amount of the budget you administered?

Click or tap here to enter text.

Supervisor with Current Employer

Supervisor Name Click or tap here to enter text.

Supervisor Title Click or tap here to enter text.

Supervisor Cell Phone # Click or tap here to enter text.

Supervisor Email Address Click or tap here to enter text.

Present Contractual Situation

What is the length, in years, of your current contract?

Click or tap here to enter text.

When does your current contract expire?

Click or tap here to enter text.

Approximately, what is your total annual compensation?

Click or tap here to enter text.

What total annual compensation are you expecting (explain)?

Click or tap here to enter text.

Previous Employer (if applicable)

Previous Employer Name Click or tap here to enter text.

Years with Previous Employer Click or tap here to enter text.

EDUCATION

Highest Degree Earned Click or tap here to enter text.

Additional Degrees of Relevant Training Click or tap here to enter text.

PROFESSIONAL DISCLOSURES

Conflict of Interest Disclosure – Do you have any current or reasonably anticipated personal, professional, or financial interests that could create a conflict of interest, or the appearance of a conflict of interest, if appointed Superintendent for Churchill County School District?

Yes No

If you answered “Yes” above, please briefly describe the nature of the potential conflict and any steps taken or proposed to mitigate it. [Click or tap here to enter text.](#)

Reference Permission - Please indicate your preference regarding reference checks:

- All current and former employers and professional references may be contacted.
- Former employers and professional references may be contacted, but please do not contact my current employer unless I am named a finalist.
- Please do not contact references without prior notification to me.

BACKGROUND & ELIGIBILITY QUESTIONS

- Yes** **No** Have you ever had a teacher, administrative, other license, or certificate suspended or revoked in any state?
- Yes** **No** Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present or any past employers?
- Yes** **No** Have you ever been formally reprimanded, disciplined, discharged, or asked to resign from current or prior position, or have you ever been advised that your contract will not be renewed?
- Yes** **No** Have you ever resigned from a prior position without being asked under circumstances involving your employer’s investigation for sexual misconduct with another person, mishandling of funds, or criminal conduct?
- Yes** **No** Have you ever been charged with, pleaded guilty or “no contest” to, or been convicted of any crime involving sexual abuse of any person or any other crime of moral turpitude?
- Yes** **No** Have you ever been convicted of a misdemeanor and/or felony, or ever entered a plea of guilty or a plea of “no contest”, or has any court deferred further proceedings without entering a finding of guilty, or placed you on probation for a crime? A conviction will not automatically disqualify an applicant.

If you answered “Yes” to any of the previous six (6) questions: (1) fully describe the circumstances giving rise to each affirmative response, including relevant dates, places, and people involved in the incident and in any proceeding or investigation; (2) if the circumstances giving rise to your affirmative response involve allegations of criminal conduct, give the name of the investigating body and the disposition of the investigation, as well as the name and address of any court involved and the final resolution of the case. [Click or tap here to enter text.](#)

REQUIRED AUTHORIZATIONS AND ACKNOWLEDGEMENTS

Authorization for Background Investigation and Release - I authorize Churchill County School District and its representatives to investigate all statements contained in this application and any accompanying materials as may be necessary in arriving at an employment decision. Such investigation may include contacting law enforcement agencies, current and former employers, professional references, and other persons or entities with relevant information regarding my background, qualifications, or employment history.

I hereby release and agree to hold harmless Churchill County School District and any person or entity that, in good faith, provides information pursuant to this authorization from any and all liability arising from such disclosure.

Yes Please initial to verify your authorization: [Click or tap here to enter text.](#)

Open Records Acknowledgment – I understand that application materials may be subject to disclosure under Nevada public records laws.

Yes Please initial to verify you understand: [Click or tap here to enter text.](#)

Residency Requirement Acknowledgement – I acknowledge that, if offered the position of Superintendent, Churchill County School District policy requires the Superintendent to establish residency within Churchill County within six (6) months of employment. I understand and agree to comply with this requirement.

Yes Please initial to verify your acknowledgment: [Click or tap here to enter text.](#)

APPLICATION CERTIFICATION AND SIGNATURE

I certify that the information provided in this application and in any accompanying materials is true, complete, and accurate to the best of my knowledge. I understand that any false, misleading, or omitted information may result in disqualification from consideration or termination of employment if discovered at a later date.

Signature of Applicant: _____

Date: [Click or tap to enter a date.](#)

Incomplete applications may not be considered.



CHURCHILL COUNTY SCHOOL DISTRICT | FALLOON, NEVADA

Waiver of Potential Statutory Notice

As Churchill County School District prepares to review applicants for Superintendent, we want to ensure you understand provisions of Nevada law that may affect this process.

Under the Nevada Open Meeting Law, NRS 241.033, a public body may not hold a meeting to consider a person's character, alleged misconduct, or professional competence without providing that person written notice. In addition, under NRS 241.020, if any portion of a meeting will be closed to consider a person's character, alleged misconduct, or professional competence, the public body must include the name of the person on the meeting agenda.

To allow the Board of Trustees to consider applications and conduct the superintendent selection process in a timely and efficient manner, consistent with Nevada Open Meeting Law requirements, applicants are requested to voluntarily waive any notice rights they may have under NRS 241.033 and NRS 241.020 for purposes of this selection process.

Without a signed waiver, the process may be delayed, or the Board may proceed without considering your application at certain stages of the selection process.

If you have questions, please contact Keith Lewis at keith@modernd educatehr.com

ACKNOWLEDGMENT AND WAIVER

I understand that I may have rights to notice under NRS 241.033 and NRS 241.020, and I voluntarily waive any and all such notice rights under these statutes for purposes of being considered during the Churchill County School District Superintendent selection process.

Name

Date

Signature



CHURCHILL COUNTY SCHOOL DISTRICT | FALLON, NEVADA

Background Check Disclosure and Authorization

As part of the selection process, and consistent with applicable law, Churchill County School District may obtain a consumer report and/or investigative consumer report for employment purposes through its search firm, Modern EducateHR, and a consumer reporting agency.

This report may include information regarding your professional history, employment verification, education, criminal history, licensure, and other information permitted by law.

I understand that a background check will be conducted only if I am selected as a finalist for the position.

By signing below, I authorize Churchill County School District and its agent, Modern EducateHR, to obtain and use such reports for employment purposes.

I understand that I have the right to request the nature and scope of any investigative consumer report and to dispute the accuracy of any information contained in a report, as provided by law.

This authorization remains valid throughout the selection process.

Name

Date

Signature



CHURCHILL COUNTY SCHOOL DISTRICT | FALLOON, NEVADA

Superintendent Search - Frequently Asked Questions

When does the application period close?

The application period is expected to close on **February 14, 2026**.

When will candidates be notified if they are selected to advance?

Following the application deadline, candidates will be screened in mid- to late February. Finalists are anticipated to be identified by the Board in early March. Candidates selected to advance will be contacted directly.

When are finalist interviews expected to take place?

Finalist interviews are anticipated to occur on **March 12-13, 2026, or March 18-19, 2026**. Candidates selected for interviews will be notified as early as possible to assist with travel and scheduling.

Will interviews be conducted in person or virtually?

Finalist interviews are expected to be conducted **in person**. Additional details regarding the interview format and schedule will be shared with finalists.

When will the superintendent be selected?

The Board of Trustees anticipates selecting a preferred candidate **during the interview process in mid-March 2026**, following completion of finalist interviews and required Board deliberations.

When will the superintendent's contract be approved?

The District's goal is to finalize contract terms so the Board may consider approval at the **March 31, 2026 regularly scheduled Board meeting**. If additional time is needed, approval may occur at a specially scheduled meeting or at the **April 21, 2026 regular Board meeting**.

What is the anticipated start date for the new superintendent?

The anticipated start date is **July 1, 2026**, or another mutually agreed-upon date.

Can the timeline change?

While the District intends to follow the published timeline, adjustments may be necessary to comply with Nevada Open Meeting Law or Board scheduling needs. Any significant changes will be communicated promptly to candidates who remain under consideration.

Who is managing the search process?

The search is being facilitated by **Modern EducateHR**, in partnership with the Churchill County School District Board of Trustees.

PERS at a Glance

- PERS provides secure lifetime retirement benefits to eligible members.
- PERS was created by the NV Legislature in 1947 and we have grown to serve over 100,000 members and 45,000 benefit recipients.
- A 7-member Board of Trustees governs the system
- The system's assets are invested for the exclusive benefit of members and beneficiaries of the fund.
- Over 190 public employers participate in PERS.
- Informational programs are offered in both Las Vegas and Carson City offices.
- After 90 days of employment you can set up your own online member account at: www.nvpers.org
- Our knowledgeable call center representatives are available to assist you Monday through Friday, 8:00 AM to 5:00 PM.
- Member Statements are completed yearly and accessible through your secure member account. Notification of the Member Statement is sent to your public employer.

PERS Mission

It is the mission of PERS to provide:

- **Employers** with the ability to attract and retain quality public employees
- **Members** with reasonable benefits at retirement
- **The people of Nevada** with the full benefit of well trained public employees

Review your Summary Plan Description

You will find this publication on our website homepage under Publications.

We recommend all new members review the Summary Plan Description for more information regarding the benefits available to you.

This document has been prepared for members of the Public Employees' Retirement System of Nevada to provide general information. It is based on retirement law effective from the 78th session of the Nevada Legislature, 2015. This is not a legal document, nor is it intended to serve as a basis for legal interpretation. Official legal reference may be found in the Nevada Revised Statutes.



New Member Booklet

Members enrolled on or after July 1, 2015

Carson City

693 W. Nye Lane
Carson City, NV 89703
(775) 687-4200
Fax: (775) 687-5131

Las Vegas Eastern

5740 S. Eastern Ave., Suite
120 Las Vegas, NV 89119
(702) 486-3900
Fax: (702) 678-6934

Toll free: 1-866-473-7768

Website: www.nvpers.org

Welcome to the Public Employees' Retirement System of Nevada

As a new employee, you are now eligible to participate in a valuable benefit of public employment; a secure defined benefit program.

PERS Contribution Plans

Welcome to the Public Employees' Retirement System of Nevada

As a new employee, you are now eligible to participate in a valuable benefit of public employment; a safe and secure defined benefit program.

Employer Pay Contribution Plan (EPC)

Under this **pre-tax** plan, the employer pays the total PERS contribution on your behalf. You pay for your half of the PERS contribution through a salary reduction or in lieu of a pay raise. Employer paid contributions are not deposited into your member account and are **not** refundable if you terminate from your employment.

Employee/Employer Contribution Plan

Under this **post-tax** plan, you and your employer share equally in the contribution to PERS. Your after tax contribution is refundable upon the termination of your employment, in lieu of the monthly benefit you may have earned, if any.

When hired into your PERS eligible position, you may have a choice between the two plans or you may be required to enroll into the EPC plan. The choice of contribution plan will depend upon the employer for which you work.

If you are not sure which plan you are contributing under, contact us or your employer's payroll office.

Benefit Packages

Service (Regular) Retirement

Eligible after 5 years of employment.

Disability Retirement

Eligible after 5 years of employment. (Special conditions apply)

Survivor Benefits

Eligible survivors may receive benefits, if the member has 2 or more years of service and dies as an active member. An additional benefit is available for a surviving spouse/domestic partner of an active member killed in the line of duty or in the course of employment regardless of service credit.

Eligibility for Retirement Benefits

Eligibility for service retirement benefits for newly enrolled members after July 1, 2015 are as follows:

Regular Members

Years of Service	Retirement Age
5 years	65
10 years	62
30 years	55
33.3 years	Any Age

Police/Fire Members

Years of Service	Retirement Age
5 years	65
10 years	60
20 years	50

How are benefits calculated?

When you are eligible to retire, your benefit will be calculated based on the following factors:

Your Service Credit

Total years, months and days worked.

Your Average Compensation

Average of the highest 36 consecutive months of PERS eligible salary you received while employed.

Benefit Formula

Service Credit x 2.25% x Average Monthly Compensation = Unreduced Benefit for **Regular Members**

Service Credit x 2.5% x Average Monthly Compensation = Unreduced Benefit for **Police/Fire Members**

Calculation Example

Regular	$20 \text{ years} \times 2.25\% = 45\%$ $45\% \times \$2,500.00 \text{ average comp} = \$1,125.00 \text{ monthly lifetime benefit*}$
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Police/Fire	$20 \text{ years} \times 2.5\% = 50\%$ $50\% \times \$2,500.00 \text{ average comp} = \$1,250.00 \text{ monthly lifetime benefit*}$
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*If under the required retirement age, an early retirement reduction of 6% for each early year will be subtracted from your monthly benefit.

