

**BOARD OF TRUSTEES  
CARSON CITY SCHOOL DISTRICT**

**ADMINISTRATIVE REGULATION No. 435  
EMPLOYEE**

**PURCHASE OF RETIREMENT CREDIT  
FOR CLASSIFIED EMPLOYEES**

The Carson City School District will consider the purchase of eligible service time in the Nevada Public Employees Retirement system under the provisions of NRS 286.30 for retiring classified employees under the following conditions.

NOTE: It is the intent of this regulation to generate a net salary savings to the District within the first two years following the purchase of any retirement credit.

1. The District may purchase no more than one year of retirement credit for a classified employee. Any proposal to purchase retirement must meet the criteria of creating a salary savings within the first two years after the employee retires.
2. The District may purchase no more than one year of retirement credit only if the employee meets one of the following criteria:
  - a. Credit purchased must apply to meeting 30 years of service in the retirement system. The District will not purchase any credit for employees who have thirty or more years of credit in the retirement system. The employee must have at least 29 years of retirement credit and must retire upon the purchase of the credit by the District, or
  - b. The employee is eligible to retire and has at least 10 years but less than 29 years of retirement credit and will become 60 years old during the next school year. The employee must retire upon the purchase of the credit by the District.
3. In order to help insure a financial savings to the District only employees in the top step of their respective pay grade in their final year of employment will be eligible for purchase of credit.
4. An application for District purchase of an employee's retirement credit must be submitted to the office of Human Resources by the employee's anniversary date one year prior to the final year of employment.
5. The employee gives written notice of intent to retire when eligibility has been established and the Board of School Trustees has formally approved the request.
6. The District will purchase credit for no more than three (3) persons per year. If needed, the deciding criteria will be total number of years service in the District and secondly, if needed, age.

Adopted: March 25, 1996  
Revised: November 21, 2005