

**CLASSIFIED CONFIDENTIAL  
SALARY SCHEDULE  
2022-2023**

TERMS OF NEGOTIATIONS	
Based on the 2021-22 Salary Schedule On-Schedule	6.50%
District Health & Welfare CAP	Employee Only: Comprehensive Medical and Premier Dental/Vision and Life (Equivalent to the Highest Coverage Level offered by the District)

Position	Hrs/Months	Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Administrative Assistant	8hrs/12 Mths	30	\$65,442	\$66,467	\$67,686	\$68,909	\$70,188	\$72,204	\$74,281	\$76,412	\$78,627	\$80,133	\$82,461	\$84,849	\$87,293	\$89,823	\$92,437

Benefits
One day per month sick leave (accumulative)
Seven days per year personal leave (written request, valid reason required)
Two weeks paid vacation: Year 1 through Year 5
Three weeks paid vacation: Year 6 through Year 10
Four weeks paid vacation: Year 11 and Beyond
District paid Health, Dental and Vision Benefit equal to District Cap

Stipend
\$150/meeting Clerk to the Board

FLSA Status: Exempt
Administrative Assistant

Policy
One year probationary period

Board Approved: 6/14/2022