

**CLASSIFIED CONFIDENTIAL  
SALARY SCHEDULE  
2021-2022**

TERMS OF NEGOTIATIONS	
Based on the 2020-21 Salary Schedule On-Schedule	2.00%
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	\$61,448	\$62,410	\$63,555	\$64,703	\$65,904	\$67,797	\$69,747	\$71,748	\$73,828	\$75,242	\$77,428	\$79,670	\$81,965	\$84,341	\$86,795

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: 6/22/2021