



# Salary Schedule Confidential Classified 2023 - 24

Changes over 2022-23 Approved: 4% increase

Effective July 1, 2023

Board Approved: 10 February 2022

5 Day Week	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Executive Assistant to the Superintendent	124,666	129,878	135,273	140,914	146,776	152,882	159,242	165,867
Administrative Assistant	102,117	106,363	110,794	115,407	120,208	125,209	130,417	135,843
HR Technician	86,321	89,912	93,653	97,548	101,607	105,833	110,236	114,822
Payroll/Benefits Technician	86,321	89,912	93,653	97,548	101,607	105,833	110,236	114,822

**Benefits** applicable as per classified contract

**Sick Days** accrue at the rate of 1 day per month of work

**Vacation Days** are based on years of service. Employees in confidential status as of February 3, 2011, shall accrue vacation as stated below:

1-2 years of service earn 13 days	8-9 years of service earn 17 days
3-4 years of service earn 14 days	10-11 years of service earn 18 days
5 years of service earn 15 days	12-14 years of service earn 20 days
6-7 years of service earn 16 days	15+ years of service earn 22 days

New employees hired into confidential status after February 3, 2011, shall accrue vacation per classified contract.

**Expense Allowance** – \$50 per month for cell phone.

**Professional Growth & Longevity** applicable as per classified contract.

**Executive Assistant** – Salary includes Board meeting coverage.

Employee may use compensatory time off to offset time spent at Board meetings.

The compensatory time off must be taken within the same week and is subject to scheduling approval by the Superintendent.

**Degree Stipends** – \$2,000 annual stipend to be paid for each of the following degrees (limit two; prorated by FTE): Bachelors, Masters, Doctorate