

**Appendix A  
Salary Schedule 2024-25**

<b>Year (Step)</b>	<b>Calc.</b>	<b>Admin Asst 1</b>	<b>Admin Asst 2</b>	<b>Admin Asst 3</b>
<b>1</b>	Step 2 - \$.25	\$26.95	\$30.89	\$33.12
<b>2</b>	Step 3 - \$.25	\$27.20	\$31.14	\$33.37
<b>3</b>	Step 4 - \$.25	\$27.45	\$31.39	\$33.62
<b>4</b>	Step 5 - \$.25	\$27.70	\$31.64	\$33.87
<b>5</b>		\$27.95	\$31.89	\$34.12
<b>6</b>	= Step 5			
<b>7</b>	Step 5 + .15	\$28.10	\$32.04	\$34.27
<b>8</b>	= Step 7			
<b>9</b>	= Step 7			
<b>10</b>	Step 7 + .50	\$28.60	\$32.54	\$34.77
<b>11</b>	= Step 10			
<b>12</b>	= Step 10			
<b>13</b>	= Step 10			
<b>14</b>	= Step 10			
<b>15</b>	Step 10 + \$1	\$29.60	\$33.54	\$35.77
<b>16</b>	=Step 15			
<b>17</b>	=Step 15			
<b>18</b>	=Step 15			
<b>19</b>	=Step 15			
<b>20+</b>	Step 15 + \$1	\$30.60	\$34.54	\$36.77

**Administrative Assistant III**

Data Analyst  
Office Manager: Operations  
Office Manager: School  
Office Manager: Student Services  
Office Manager: Transportation

**Administrative Assistant II**

Athletic  
Attendance  
Counseling  
CTE  
Financial  
Food Service  
General  
Human Resources  
Online Program  
Registrar (Elem, MS, HS)  
Student Services  
Substitute Coordinator

**Administrative Assistant I**

Clerk/typist  
Receptionist