

# OFFICE PROFESSIONALS SALARY SCHEDULE

## NORTHSHORE SCHOOL DISTRICT NO. 417

### 2024-2025

#### SCHEDULE 32

Effective September 1, 2025

#### APPENDIX A

#### SALARY SCHEDULE D-I

12-MONTH	Steps	01	02	03	04	05	10	12	15
<b>LEVEL D</b> *Substitute Hourly Rate	Hourly	<b>32.51</b>	<b>33.65</b>	<b>34.83</b>	<b>36.05</b>	<b>37.31</b>	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>
<b>LEVEL E**</b>	Hourly	<b>33.65</b>	<b>34.83</b>	<b>36.05</b>	<b>37.31</b>	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>	<b>42.82</b>
<b>LEVEL F**</b>	Hourly	<b>34.83</b>	<b>36.05</b>	<b>37.31</b>	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>	<b>42.82</b>	<b>44.32</b>
<b>LEVEL G**</b>	Hourly	<b>36.05</b>	<b>37.31</b>	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>	<b>42.82</b>	<b>44.32</b>	<b>45.87</b>
<b>LEVEL H**</b>	Hourly	<b>37.31</b>	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>	<b>42.82</b>	<b>44.32</b>	<b>45.87</b>	<b>47.48</b>
<b>LEVEL I**</b>	Hourly	<b>38.62</b>	<b>39.97</b>	<b>41.37</b>	<b>42.82</b>	<b>44.32</b>	<b>45.87</b>	<b>47.48</b>	<b>49.14</b>

Per Article 46.10 an annual stipend shall be given beyond the normal salary to any employee holding the following:

	Annual	Monthly	Hourly
A of A in Bus. Bach of Arts or other degree, Basic Stand.	<b>1142.00</b>	95.17	0.5490
Associate Professional (NAEOP)	<b>1342.00</b>	111.83	0.6452
Advanced I (NAEOP)	<b>1483.00</b>	123.58	0.7130
Advanced II (NAEOP)	<b>1644.00</b>	137.00	0.7904
Advanced III (NAEOP)	<b>1823.00</b>	151.92	0.8764
Professional Bachelor's Degree (NAEOP)	<b>2016.00</b>	168.00	0.9692
Professional Master's Degree (NAEOP)	<b>2102.00</b>	175.17	1.0106

The substitute rate of pay shall be Level D, Step 1. A NEOPA employee with ten (10) or more years of experience who resigns or retires and is rehired as a substitute within three (3) years of separation shall be paid at Level G, Step 1. In such instances that a current school employee is hired to fulfill a NEOPA substitute position, that employee will be paid his or her regular rate of pay, or Level D, Step 1, whichever is higher (see Article 45.80)

\*\*Temporary employees and long-term substitutes shall be paid per the salary schedule on the 45th consecutive work day in the same assignment. (See Article 45.70.)

Existing employees working in a higher classification for a day or more will be paid the higher rate of pay beginning on the first day of such assignment. (See Article 45.90.)

Steps 10, 12 and 15 are considered longevity steps. (See Article 44.40.3.2)

#### SEE APPENDIX B FOR SPECIFIC JOB TITLES

#### Formula for Calculating Annual and Monthly amounts:

9 Month Employee:	Hourly Rate x 1,560 hours = Annual amount and divided by 12 = Monthly amount
10 Month Employee:	Hourly Rate x 1,736 hours = Annual amount and divided by 12 = Monthly amount
10.5 Month Employee:	Hourly Rate x 1,824 hours = Annual amount and divided by 12 = Monthly amount
11 Month Employee:	Hourly Rate x 1,912 hours = Annual amount and divided by 12 = Monthly amount
12 Month Employee:	Hourly Rate x 2,080 hours = Annual amount and divided by 12 = Monthly amount

Adopted by the Board of Directors on: June 10, 2025