

**Secretaries
Schedule B
2023-2024**

Step	Level 1	Level 2	Level 3	Level 4	Level 5
1	\$20.61	\$21.65	\$22.16	\$23.03	\$24.83
2	\$21.09	\$22.14	\$22.66	\$23.52	\$25.31
3	\$21.64	\$22.69	\$23.21	\$24.07	\$25.86
4	\$22.24	\$23.29	\$23.81	\$24.67	\$26.46
5	\$22.90	\$23.94	\$24.46	\$25.32	\$27.12
Longevity Steps					
10	\$23.60	\$24.64	\$25.16	\$26.02	\$27.82
15	\$24.35	\$25.39	\$25.91	\$26.77	\$28.57
20	\$25.15	\$26.19	\$26.71	\$27.57	\$29.37
25	\$26.00	\$27.04	\$27.56	\$28.42	\$30.22
	Assistant Secretary	Elementary Secretary	Director's Secretary	Director's Admin Asst.	Office Manager
	Child/Family Advocate	HS Attendance/Sec.	HS Assessment Coordinator	HS ASB Secretary	
	Director's Asst. Secretary	HS Receptionist/Sec.	HS Counseling/Secretary	HS Registrar	
	MEP Recruiter	JDC/Skills Source Secretary	HS Student Records/Scheduling Sec.		
	Migrant Records Clerk	MS Secretary	Professional Development Registrar		
	Receptionist	Resource Center Secretary			
	School Assessment Coordinator	Special Ed Secretary			
	School Nurse Secretary	Special Programs Sec.			
		Student Records			
		Transportation Secretary			
		Valley Academy Secretary			
		WSHS Secretary			

Effective 9/1/23

Professional Stipends: Paid on ALL hours worked

Associates Degree	\$0.65 per hour
Bachelors Degree	\$0.75 per hour
WSD Bilingual/Bi-literate Translators	\$0.65 per hour

Updated 6/20/23