

Job Title	Schedule	Years of Experience					Longevity			
		Step 1	Step 2	Step 3	Step 4	Step 5	6-10	11-15	16-20	21+
Office Assistant Copy Center	[41] A	21.97	22.62	23.29	24.00	24.72	25.46	26.20	26.94	27.68
Secretary	[42] B	25.11	25.87	26.64	27.44	28.26	29.11	29.96	30.81	31.66
Receptionist/Secretary-HR Registrar Secretary-SPED ASB/Gen Fund Bookkeeper Accounting Technician Ass't Payroll Assistant Office Coordinator	[43] C	27.05	27.86	28.70	29.55	30.44	31.35	32.26	33.18	34.09
Office Coordinator-Aux Ser Office Coordinator-CHS Payroll and Benefits Coordinator Accounting Technician	[44] D	28.05	28.86	29.70	30.55	31.44	32.35	33.26	34.18	35.09

Education - 90 credits or more - \$1.00 per hour added to the schedule above

In-District Longevity Experience (years of experience figured on length of time employed in the bargaining unit)

To the salary as listed above:

Add at 5 years of experience 3% per hour effective September 1 of the school year following the 5 year anniversary

Add at 10 years of experience 6% per hour effective September 1 of the school year following the 10 year anniversary

Add at 15 years of experience 9% per hour effective September 1 of the school year following the 15 year anniversary

Add at 20 years of experience 12% per hour effective September 1 of the school year following the 20 year anniversary

Incremental steps, where applicable, shall take place on September 1 of each year of this Agreement; provided the employee has been actively employed continuously for at least one-half of the number of workdays in the work year for the employee's classification.

Passing the Microsoft Expert Word Exam = \$0.25 per hour increase

Passing the Microsoft Expert Excel Exam = \$0.25 per hour increase

Passing the Microsoft Expert Suite Exam = \$0.25 per hour increase (total of \$0.75 per hour for all three)

Level D [44] is set at \$1.00 per hour higher than Level C [43], for all step and longevity placements.

IPD	5.50%
ADD:	
Total:	5.50%