

The salary scale for the Executive Assistant position shall be as follows: Hourly Rate

| Yrs. Exp | Executive Assistant |
|----------|---------------------|
| 0        | \$18.52             |
| 1        | \$18.80             |
| 2        | \$19.08             |
| 3        | \$19.34             |
| 4        | \$19.63             |
| 5        | \$19.91             |
| 6        | \$20.19             |
| 7        | \$20.47             |
| 8        | \$20.73             |
| 9        | \$21.01             |
| 10       | \$21.29             |
| 11       | \$21.56             |
| 12       | \$21.84             |
| 13       | \$22.10             |
| 14       | \$22.38             |
| 15       | \$22.66             |
| 16       | \$22.93             |
| 17       | \$23.22             |
| 18       | \$23.49             |
| 19       | \$23.76             |
| 20       | \$24.04             |
| 21       | \$24.04             |
| 22       | \$24.04             |
| 23       | \$24.04             |
| 24       | \$24.04             |
| 25       | \$24.04             |
| 26       | \$24.04             |
| 27       | \$24.04             |
| 28       | \$24.04             |
| 29       | \$24.04             |
| 30       | \$24.04             |
| 31       | \$24.04             |
| 32       | \$24.04             |
| 33       | \$24.04             |
| 34       | \$24.04             |
| 35       | \$24.04             |

This position will be paid in twelve (12) monthly payments with the hourly rate being based on working 1,856 hours annually. Staff filling this position will be allowed to bring in three (3) years' work experience if the previous employment was in a job requiring skills related to this position. The workweek shall consist of forty (40) hours per week. Office hours will be submitted to the Superintendent/Board of Education annually or as changes develop.