

ANACORTES SCHOOL DISTRICT #103

ANACORTES ADMINISTRATIVE ASSISTANCE (AAA)

Hourly Rate of Pay Salary Schedule September 1, 2017- August 31, 2018

| Year | 2017-2018 |
|---------|-----------|
| Year 1 | \$19.41 |
| Year 2 | \$20.00 |
| Year 4 | \$20.59 |
| Year 6 | \$21.22 |
| Year 8 | \$21.84 |
| Year 10 | \$22.50 |
| Year 12 | \$23.17 |

The minimum days worked for Administrative Assistants will be as follows, inclusive of sick, bereavement, personal and emergency leave:

184 days - Elementary/Secondary General Admin Assistants

200 days - Elementary Office Manager Admin Assistants

200 days - Secondary Other Department Admin Assistants

210 days - Secondary Registrars, high school ASB

210 days – Middle School office manager administrative assistants

Additional paid days for holidays and longevity will be included in the employee's contract based on Article VIII and Article X.

260 days – High School Office manager – inclusive of the items above and inclusive of vacation time (all benefits of a 12-month employee).