

**SNOQUALMIE VALLEY ADMINISTRATIVE SECRETARIES ASSOCIATION**

**September 1, 2017 - August 31, 2018**

POSITION	STEPS					LONGEVITY			
	1	2	3	4	5	10 yrs	15 yrs	20 yrs	25 yrs
						+20	+20	+25	+25
High School									
Head Secretary	20.32	20.68	21.04	21.40	21.80	22.00	22.20	22.45	22.70
Registrar	19.55	19.91	20.26	20.64	21.01	21.21	21.41	21.66	21.91
Financial Secretary	19.55	19.91	20.26	20.64	21.01	21.21	21.41	21.66	21.91
Counseling Secretary	19.55	19.91	20.26	20.64	21.01	21.21	21.41	21.66	21.91
Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
Middle School									
Head Secretary	20.32	20.68	21.04	21.40	21.80	22.00	22.20	22.45	22.70
Financial Secretary	19.55	19.91	20.26	20.64	21.01	21.21	21.41	21.66	21.91
Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
Elementary School									
Head Secretary	20.32	20.68	21.04	21.40	21.80	22.00	22.20	22.45	22.70
Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
District Office									
Data Analyst	20.63	20.98	21.34	21.72	22.11	22.31	22.51	22.76	23.01
Transportation Secretary	20.32	20.68	21.04	21.40	21.80	22.00	22.20	22.45	22.70
Student Services Secretary	20.32	20.68	21.04	21.40	21.80	22.00	22.20	22.45	22.70
Maintenance Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
Food Service Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
Personnel Secretary	18.67	19.00	19.35	19.68	20.03	20.23	20.43	20.68	20.93
Clerk/Typist	15.73	16.03	16.34	16.67	16.99	17.19	17.39	17.64	17.89
Receptionist	15.73	16.03	16.34	16.67	16.99	17.19	17.39	17.64	17.89

*NOTE: Longevity increases are earned based on total years of service in the District*

**Proposed: September 1, 2018 - August 31, 2019**

POSITION	STEPS					LONGEVITY				Avg Hourly Rate Increase from 2017-18
	1	2	3	4	5	10 yrs	15 yrs	20 yrs	25 yrs	
		+25	+25	+25	+25	+50	+50	+1.00	+1.00	
High School										
Head Secretary	23.00	23.25	23.50	23.75	24.00	24.50	25.00	26.00	27.00	\$2.82
Registrar	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$2.35
Financial Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$2.35
Counseling Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$2.35
Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
Middle School										
Head Secretary	23.00	23.25	23.50	23.75	24.00	24.50	25.00	26.00	27.00	\$2.82
Financial Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$2.35
Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
Elementary School										
Head Secretary	23.00	23.25	23.50	23.75	24.00	24.50	25.00	26.00	27.00	\$2.82
Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
District Office										
Data Analyst	23.00	23.25	23.50	23.75	24.00	24.50	25.00	26.00	27.00	\$2.51
Transportation Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$1.57
Student Services Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$1.57
Maintenance Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
Food Service Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
Personnel Secretary	21.75	22.00	22.25	22.50	22.75	23.25	23.75	24.75	25.75	\$3.31
Clerk/Typist	18.00	18.25	18.50	18.75	19.00	19.50	20.00	21.00	22.00	\$2.57
Receptionist	18.00	18.25	18.50	18.75	19.00	19.50	20.00	21.00	22.00	\$2.57

*NOTE: Longevity increases are earned based on total years of service in the District*

**Proposed: September 1, 2019 - August 31, 2020**

POSITION	STEPS					LONGEVITY				Avg Hourly Rate Increase from 2018-19
	1	2	3	4	5	10 yrs	15 yrs	20 yrs	25 yrs	
		+25	+25	+25	+25	+50	+50	+1.00	+1.00	
High School										
Head Secretary	23.44	23.69	23.94	24.19	24.44	24.94	25.44	26.44	27.44	\$0.44
Registrar	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Financial Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Counseling Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Middle School										
Head Secretary	23.44	23.69	23.94	24.19	24.44	24.94	25.44	26.44	27.44	\$0.44
Financial Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Elementary School										
Head Secretary	23.44	23.69	23.94	24.19	24.44	24.94	25.44	26.44	27.44	\$0.44
Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
District Office										
Data Analyst	23.44	23.69	23.94	24.19	24.44	24.94	25.44	26.44	27.44	\$0.44
Transportation Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Student Services Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Maintenance Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Food Service Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Personnel Secretary	22.16	22.41	22.66	22.91	23.16	23.66	24.16	25.16	26.16	\$0.41
Clerk/Typist	18.34	18.59	18.84	19.09	19.34	19.84	20.34	21.34	22.34	\$0.34
Receptionist	18.34	18.59	18.84	19.09	19.34	19.84	20.34	21.34	22.34	\$0.34

NOTE: Annual Increases are based on State Inflationary Adjustment (Current estimate 2%)

**Proposed: September 1, 2020 - August 31, 2021**

POSITION	STEPS					LONGEVITY				Avg Hourly Rate Increase from 2019-20
	1	2	3	4	5	10 yrs	15 yrs	20 yrs	25 yrs	
		+0.25	+0.25	+0.25	+0.25	+0.50	+0.50	+1.00	+1.00	
High School										
Head Secretary	23.88	24.13	24.38	24.63	24.88	25.38	25.88	26.88	27.88	\$0.45
Registrar	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Financial Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Counseling Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Middle School										
Head Secretary	23.88	24.13	24.38	24.63	24.88	25.38	25.88	26.88	27.88	\$0.45
Financial Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Elementary School										
Head Secretary	23.88	24.13	24.38	24.63	24.88	25.38	25.88	26.88	27.88	\$0.45
Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
District Office										
Data Analyst	23.88	24.13	24.38	24.63	24.88	25.38	25.88	26.88	27.88	\$0.45
Transportation Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Student Services Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Maintenance Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Food Service Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Personnel Secretary	22.58	22.83	23.08	23.33	23.58	24.08	24.58	25.58	26.58	\$0.42
Clerk/Typist	18.69	18.94	19.19	19.44	19.69	20.19	20.69	21.69	22.69	\$0.35
Receptionist	18.69	18.94	19.19	19.44	19.69	20.19	20.69	21.69	22.69	\$0.35

NOTE: Annual Increases are based on State Inflationary Adjustment (Current estimate 2%)