

Non-Supervisory Pay Schedule
Effective July 1, 2023

Position	Days	Step 1	Step 2	Step 3	Step 4	Step 5
JULY START CONTRACTS						
Grant Manager	260	31.04	31.81	32.61	33.42	34.26
Community Coalition Coordinator	220	31.31	32.09	32.89	33.71	34.56
AUGUST START CONTRACTS						
Superintendent Administrative Assistant	260	31.31	32.09	32.89	33.71	34.56
Communications Director	260	31.31	32.09	32.89	33.71	34.56
Fiscal Specialist	260	28.85	29.57	30.31	31.07	31.85
Payroll & Benefits Specialist	260	30.38	31.14	31.92	32.72	33.54
Payroll Clerk/Fiscal Assistant	260	26.89	27.56	28.25	28.96	29.68
Accounts Payable Specialist	260	27.83	28.53	29.24	29.97	30.72
HR Personnel Specialist	260	30.38	31.14	31.92	32.72	33.54
HR Program Assist & Sub Coordinator	260	26.70	27.37	28.05	28.76	29.47
Migrant & Multilingual HS Grad. Specialist	240	29.13	29.86	30.60	31.37	32.15
Migrant & Multilingual JH Grad. Specialist	240	29.13	29.86	30.60	31.37	32.15
Migrant & Multilingual: EL Advocate: Pos. 1	260	25.25	25.88	26.53	27.19	27.87
Migrant & Multilingual: EL Advocate: Pos. 2	260	25.25	25.88	26.53	27.19	27.87
SPED: Program Assistant	260	27.77	28.47	29.18	29.91	30.65
SSS/T&L: Student Records & Assessment Coord	260	36.83	37.76	38.70	39.67	40.66
WSD Secretary & Student Registrar	260	23.42	24.00	24.60	25.22	25.85
T&L: Curl. Supervisor & Program Assistant	260	37.25	38.18	39.13	40.11	41.12
T & L: Program Assistant	260	27.77	28.47	29.18	29.91	30.65
SEPTEMBER START CONTRACTS						
Migrant & Multilingual: Program Assistant	260	27.77	28.47	29.18	29.91	30.65
T&L: Homeless Liaison	260	23.57	24.16	24.76	25.38	26.02
Migrant & Multilingual: Records Clerk	260	23.03	23.61	24.20	24.80	25.42
Interventions & Academic Supports: Pos. 1	190	23.95	24.55	25.17	25.80	26.44
Interventions & Academic Supports: Pos. 2	190	23.95	24.55	25.17	25.80	26.44
Migrant Student Advocate: Pos. 1	193	20.91	21.43	21.96	22.51	23.08
Migrant Student Advocate: Pos. 2	193	20.91	21.43	21.96	22.51	23.08
Migrant Student Advocate: Pos. 3	193	20.91	21.43	21.96	22.51	23.08
Substance Abuse, Prevention & Intervention	190	21.78	22.32	22.88	23.45	24.04
District Nurse - RN	200	49.90	51.15	52.43	53.74	55.08
District Nurse RN/Migrant	194	35.63	36.52	37.44	38.37	39.33
Tech: System Administrator: Pos. 1	260	36.83	37.76	38.70	39.67	40.66
Tech: System Administrator: Pos. 2	260	36.83	37.76	38.70	39.67	40.66
Tech: Support Specialist: Pos 1	260	29.18	29.91	30.66	31.42	32.21
Tech: Support Specialist: Pos 2	260	29.18	29.91	30.66	31.42	32.21
Tech/Student Supp Services: Office Manager	260	26.70	27.37	28.05	28.76	29.47
Maintenance: Office Manager	260	26.70	27.37	28.05	28.76	29.47
Transportation: Mechanic & Shop Supervisor	260	29.90	30.64	31.41	32.20	33.00
Gear-Up College Prep Advisor	190	25.49	26.13	26.78	27.45	28.14
WSD Entry-Level Secretary	260	22.87	23.44	24.02	24.62	25.24
21st Century Site Coordinator: Pos 1	164	30.49	31.25	32.03	32.83	33.65
21st Century Site Coordinator: Pos 2	164	30.49	31.25	32.03	32.83	33.65

Vacation Days	
Years	Days
1-4	12
5-9	15
10-14	20
15-19	25
20+	30
Maximum Carryover	5 days
Maximum Sellback	5 days
<i>*Based on years of relevant experience</i>	
<i>*Only 260 day employees are eligible for vacation.</i>	

Longevity Pay Years @ WSD	
Years	Amount
5-9	\$0.50 per hour
10-14	\$1.00 per hour
15-19	\$1.50 per hour
20-24	\$2.00 per hour
25+	\$2.50 per hour

Schedule Placement for Non-Represented Employees

Schedule placement for non-represented employees shall be determined based on the employee's education, experience and technical ability levels as related to the requirements of each specific position and the applicable salary schedule. Evaluation for schedule placement shall be made by human resources with approval by the superintendent.

Schedule Placement Advancement for Non-Represented Employees

Employee advancement on the applicable salary schedule shall be periodically reviewed by human resources. Recommendations for advancement shall be based on criteria which may include, but not be limited to, educational growth, experience, added responsibility, and/or certifications. The superintendent shall review and make a final determination on all advancement requests. The board of directors shall annually review non-represented salaries and make adjustments in accordance with the district's financial resources, legal capacity, and the terms of this policy.

Per Board Policy 5280 all classified non-represented employees are in probationary status for 12 months from date of hire.

IPD increases will be evaluated on a year-by-year basis and recommendations will be made to the board.