

**SCHEDULE A
AUBURN ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS
EFFECTIVE SEPTEMBER 1, 2019
PAY LEVEL**

	Step 1 Year 1	Step 2 Year 2-3	Step 3 Year 4-6	Step 4 Year 7-9	Step 5 Year 10-14	Longevity 15+ 1.5% to base	Longevity 20+ 2.5% to base	Longevity 25+ 3.5% to base
Level A	19.99	20.92	23.00	23.43	24.18	24.54	24.78	25.03
Level B	21.81	23.07	26.03	26.53	26.80	27.20	27.47	27.74
Level C	22.15	23.45	26.39	26.89	27.17	27.58	27.85	28.12
Level D	22.51	23.86	26.74	27.25	27.52	27.93	28.21	28.48
Level E	24.08	25.44	28.90	29.45	29.74	30.19	30.48	30.78

Step 1 = beginning of year 1 to end of year 1

Step 2 = beginning of year 2 to end of year 3

Step 3 = beginning of year 4 to end of year 6

Step 4 = beginning of year 7 to end of year 9

Step 5 = beginning of year 10 to end of year 14

Note 1: The monthly gross salary for full-time employees can be calculated as follows: 2080 hours x hourly rate divided by 12. Vacation and paid holidays are included within the figure whereas stipends are not included within the figure.

Note 2: For explanation only, monthly pay is calculated as follows: Hours compensated for in a year (hours worked + hours of vacation credit + hours of holiday credit) x hourly rate divided by 12. Stipends are not included within the figure.

Note 3: All positions 260-day assignments unless otherwise noted.

Note 4: For 2019-2020 the district will increase Schedule A as listed above.

Note 5: For 2020-2021 The district will increase all wage rates on Schedule A by three percent (3%) (including longevity) and is inclusive of IPD.

Note 6: Beginning 2019-2020 High School Office Assistants will be eight (8) hours per day unless grandfathered at six (6) hours per day. If current High School employees choose to remain at six (6) hours, once the job is vacated it will be filled with an eight (8) hour employee.

Note 7: Career Center Office Assistants moved from PSEA bargaining unit in 2018-2019 are placed in Level A with retention of longevity.

Level	RIF Class	Job Title	
A	A1	Office assistant (183 days)	Including: Enrollment contingent
	A2	Office assistant (187 days)	Including: High School; Middle School
	A3	Office assistant (197 days)	Including: Elementary
	A3	Office Assistant	Including: JPF Administration Building
	A4	Office Assistant (180 days)	Including: Career Center Assistants
B	B1	Middle School Admin Asst. (187 days)	Including: Attendance
	B1	Administrative Assistant (187 days)	Including: Transportation; Student Special Services
	B2	High School Admin Asst. (200 days)	Including: Attendance; Assistant Principal
	B2	Middle School Admin Asst. (200 days)	Including: ASB
	B3	Middle School Admin Asst. (205 days)	Including: Registrar
	B3	High School Admin Asst. (205 days)	Including: Attendance; Athletics
	B4	Administrative Assistant	Including: Capital Projects (hold); Support Services
	B4	High School Admin Asst.	Including: Receptionist
C	C1	High School Admin Asst.	Including: Guidance; Registrar; Registrar Alternative Education
	C2	Administrative Assistant	Including: Child Nutrition; Student Special Services; Support Services
D	D1	Administration secretary	Including: Student Special Services; Family Engagement; Theatre
E	E1	Office Manager (205 days)	Including: Elementary
	E1	Office Manager (205 days)	Including: Alternative Education
	E2	Office Manager	Including: High School
	E2	Office Manager	Including: Middle School
	E2	Office Manager	Including: Student Special Services; Support Services Transportation; Child Nutrition, Department of Student Learning