

**EVERETT SCHOOL DISTRICT NO. 2
EVERETT ASSOCIATION OF EDUCATIONAL OFFICE PERSONNEL**

SALARY SCHEDULE

EFFECTIVE SEPTEMBER 1, 2024

PAYGROUP TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<i>School Level Only</i>					
Office Assistant	\$ 27.57	\$ 28.68	\$ 29.82	\$ 30.72	\$ 31.64
General Office Secretary	\$ 29.28	\$ 30.46	\$ 31.67	\$ 32.62	\$ 33.60
School Office Manager	\$ 33.97	\$ 35.33	\$ 36.74	\$ 37.85	\$ 38.98
<i>District Level Only</i>					
Administrative Support Specialist	\$ 31.46	\$ 32.72	\$ 34.03	\$ 35.05	\$ 36.10
Accounting/Purchasing/Payroll Technician	\$ 33.46	\$ 34.80	\$ 36.19	\$ 37.28	\$ 38.40
Lead Accounting Technician	\$ 34.41	\$ 35.78	\$ 37.22	\$ 38.33	\$ 39.48
Communications Technician	\$ 34.53	\$ 35.91	\$ 37.35	\$ 38.47	\$ 39.62
Substitute Services Coordinator	\$ 34.53	\$ 35.91	\$ 37.35	\$ 38.47	\$ 39.62
Benefits Technician	\$ 36.54	\$ 38.01	\$ 39.53	\$ 40.71	\$ 41.93
Executive Assistant	\$ 42.30	\$ 43.99	\$ 45.75	\$ 47.12	\$ 48.54
Program Coordinator	\$ 42.30	\$ 43.99	\$ 45.75	\$ 47.12	\$ 48.54

Substitute Rate	\$ 24.81
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Notes:

1. Longevity pay for employees with 10, 15, 20, and 25 years experience is defined in Section 14.3.
2. Professional standards pay for certificates, AA, BA, and MA degrees is defined in Section 14.4.
3. Vacation pay for employees who work less than 260 days per year is defined in Section 11.1.
4. The Substitute Rate shall be 90% of step 1 of Office Assistant rate

Board Approved: September 10, 2024