

**SECRETARY
PLACEMENT SCHEDULE
2023-2024**

Years of Experience	Placement Step	SB11	SB12	FIN/PRN12	EXE12
0	1	\$ 22,464.00	\$ 27,144.00	\$ 30,151.00	\$ 33,157.00
1	2	\$ 22,861.00	\$ 27,624.00	\$ 30,694.00	\$ 34,410.00
2	3	\$ 23,259.00	\$ 28,104.00	\$ 31,236.00	\$ 34,953.00
3	4	\$ 23,656.00	\$ 28,585.00	\$ 31,779.00	\$ 35,496.00
4	5	\$ 24,054.00	\$ 29,065.00	\$ 32,322.00	\$ 36,039.00
5	6	\$ 24,451.00	\$ 29,900.00	\$ 33,241.00	\$ 36,582.00
6	7	\$ 24,849.00	\$ 30,735.00	\$ 34,160.00	\$ 37,125.00
7	8	\$ 25,246.00	\$ 31,571.00	\$ 35,078.00	\$ 37,960.00
8	9	\$ 25,644.00	\$ 32,406.00	\$ 35,997.00	\$ 38,795.00
9	10	\$ 26,369.00	\$ 33,241.00	\$ 36,916.00	\$ 39,630.00
10	11	\$ 27,112.00	\$ 34,076.00	\$ 37,835.00	\$ 40,465.00
11	12	\$ 27,838.00	\$ 34,911.00	\$ 38,753.00	\$ 41,301.00
12	13	\$ 28,564.00	\$ 35,747.00	\$ 39,672.00	\$ 42,679.00
13	14	\$ 29,307.00	\$ 36,582.00	\$ 40,591.00	\$ 44,057.00
14	15	\$ 30,033.00	\$ 37,417.00	\$ 41,509.00	\$ 45,435.00
15	16	\$ 30,758.00	\$ 38,670.00	\$ 42,888.00	\$ 46,813.00
16	17	\$ 31,501.00	\$ 39,923.00	\$ 44,266.00	\$ 48,191.00
17	18	\$ 32,227.00	\$ 41,175.00	\$ 45,644.00	\$ 49,569.00
18	19	\$ 32,953.00	\$ 42,428.00	\$ 47,022.00	\$ 50,947.00
19	20	\$ 34,093.00	\$ 43,681.00	\$ 48,400.00	\$ 52,325.00

SB11 SCHOOL BASED 11 MONTH SECRETARY 8 HOUR DAY 216 CONTRACT DAYS
SB12 SCHOOL BASED 12 MONTH SECRETARY 8 HOUR DAY 261 CONTRACT DAYS
FIN/PRN1 FINANCE OR PRINCIPAL'S SECRETARY 12 MONTH 8 HOUR DAY 261 CONTRACT
EXE12 EXECUTIVE SECRETARY 12 MONTH 8 HOUR DAY 261 CONTRACT DAYS
 2 years of work related experience outside of the public school setting counts as 1 year.