

Carmel Unified School District  
 2022-2023  
 Executive Assistant to the Superintendent's Office  
 (Confidential)  
 260 Day Work Year

Position		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 10	Step 12	Step 14	Step 16
Admin Asst. to Superintendent	Annually	85,919	90,002	94,286	98,759	103,459	108,373	111,082	113,854	116,701	119,624	122,611	125,676
	Monthly	7,160	7,500	7,857	8,230	8,622	9,031	9,257	9,488	9,725	9,969	10,218	10,473

**EDUCATIONAL INCENTIVE:** Bachelor's - \$1,000, Master's - \$2,000, Doctorate - \$5,635 (all amounts are annual totals, only one incentive for each degree level)

**HEALTH AND WELFARE BENEFITS:** The District shall provide eligible non-represented, exempt employees with health, dental and vision insurance coverage that is comparable to that described in the CSEA contract. Issues of employee eligibility, continuation of coverage during periods of leave, retirement provisions, and the District share of employee benefit contributions shall be the same as those enumerated in the CSEA contract. In addition, the District shall provide eligible employees with an assistance program that is comparable to the program described in the CSEA contract.

With prior approval from the Superintendent of Schools, employees shall be compensated, on a per diem basis, for up to 10 days worked in excess of the defined work year.

**PROFESSIONAL GROWTH:** Employee is eligible to participate in 1(one) professional growth award in accordance with Article VII of the CSEA contract.

Revised 11/16/2022  
 Approved: 10/19/2022  
 Effective: 7/1/2022