

Article IX.A.3.d. Placement on Salary Schedule

A. Statement of Policy

All beginning secretaries will normally be placed on step one of the appropriate lane of the salary schedule.

Former District secretaries who are rehired may be granted up to full step credit on the salary schedule for previous contract experience in the District.

New secretaries (or secretaries changing to a different job classification) with confirmed outside experience in a comparable job may be granted up to one step credit on the salary schedule for each two years outside experience, to a maximum of four credited years.

Such granting of step credit or failure to grant step credit by the Human Resources office is a reflection of the current job market and not necessarily the abilities and experience of the applicant.