

The annual salary tables below are based on 7.5 hours per day inclusive of 1/2 hour lunch, 261 days per year. Employees who work less than this will have their annual salary reduced accordingly.

**CHRISTINA SCHOOL DISTRICT
Secretarial/Clerical Salary Schedule
FY 2024-2025**

Secretary			
Step	State	Local	Total
1	23,436	12,186	35,622
2	24,062	12,650	36,712
3	24,640	13,112	37,752
4	25,216	13,574	38,790
5	25,793	14,039	39,832
6	26,370	14,496	40,866
7	26,946	14,964	41,910
8	27,521	15,423	42,944
9	28,168	15,886	44,054
10	28,819	16,349	45,168
11	29,469	16,812	46,281
12	30,120	17,278	47,398
13	30,770	17,737	48,507
14	31,422	18,202	49,624
15	32,074	18,666	50,740
16	32,726	19,130	51,856
17	33,374	19,588	52,962
18	34,026	20,414	54,440
19	34,676	20,414	55,090
20	35,328	20,414	55,742
21	35,977	21,414	57,391
22	36,643	21,414	58,057
23	37,324	21,414	58,738
24	38,020	21,414	59,434
25	38,728	21,414	60,142

Secretary II			
Step	State	Local	Total
1	23,436	12,535	35,971
2	24,062	13,686	37,748
3	24,640	14,206	38,846
4	25,216	14,725	39,941
5	25,793	15,250	41,043
6	26,370	15,770	42,140
7	26,946	16,288	43,234
8	27,521	16,812	44,333
9	28,168	17,335	45,503
10	28,819	17,858	46,677
11	29,469	18,381	47,850
12	30,120	18,902	49,022
13	30,770	19,419	50,189
14	31,422	19,944	51,366
15	32,074	20,464	52,538
16	32,726	20,988	53,714
17	33,374	21,508	54,882
18	34,026	22,438	56,464
19	34,676	22,438	57,114
20	35,328	22,438	57,766
21	35,977	23,438	59,415
22	36,643	23,438	60,081
23	37,324	23,438	60,762
24	38,020	23,438	61,458
25	38,728	23,438	62,166

Senior Secretary			
Step	State	Local	Total
1	24,882	13,235	38,117
2	25,465	14,460	39,925
3	26,046	15,024	41,070
4	26,628	15,594	42,222
5	27,212	16,156	43,368
6	27,821	16,721	44,542
7	28,479	17,284	45,763
8	29,136	17,852	46,988
9	29,793	18,418	48,211
10	30,449	18,982	49,431
11	31,110	19,543	50,653
12	31,767	20,111	51,878
13	32,422	20,675	53,097
14	33,081	21,240	54,321
15	33,740	21,803	55,543
16	34,394	22,372	56,766
17	35,050	22,941	57,991
18	35,710	23,943	59,653
19	36,364	23,943	60,307
20	37,026	23,943	60,969
21	37,682	24,943	62,625
22	38,354	24,943	63,297
23	39,039	24,943	63,982
24	39,738	24,943	64,681
25	40,453	24,943	65,396

Financial Secretary			
Step	State	Local	Total
1	24,882	13,886	38,768
2	25,465	15,185	40,650
3	26,046	15,788	41,834
4	26,628	16,393	43,021
5	27,212	16,999	44,211
6	27,821	17,603	45,424
7	28,479	18,210	46,689
8	29,136	18,813	47,949
9	29,793	19,416	49,209
10	30,449	20,022	50,471
11	31,110	20,622	51,732
12	31,767	21,229	52,996
13	32,422	21,835	54,257
14	33,081	22,440	55,521
15	33,740	23,039	56,779
16	34,394	23,651	58,045
17	35,050	24,251	59,301
18	35,710	25,329	61,039
19	36,364	25,329	61,693
20	37,026	25,329	62,355
21	37,682	26,329	64,011
22	38,354	26,329	64,683
23	39,039	26,329	65,368
24	39,738	26,329	66,067
25	40,453	26,329	66,782

Admin. Secretary			
Step	State	Local	Total
1	25,735	14,675	40,410
2	26,326	16,065	42,391
3	26,916	16,721	43,637
4	27,505	17,378	44,883
5	28,164	18,031	46,195
6	28,829	18,688	47,517
7	29,499	19,343	48,842
8	30,162	20,000	50,162
9	30,830	20,654	51,484
10	31,495	21,310	52,805
11	32,161	21,965	54,126
12	32,826	22,622	55,448
13	33,494	23,278	56,772
14	34,158	23,932	58,090
15	34,823	24,587	59,410
16	35,493	25,246	60,739
17	36,158	25,901	62,059
18	36,823	27,067	63,890
19	37,490	27,067	64,557
20	38,156	27,067	65,223
21	38,821	28,067	66,888
22	39,502	28,067	67,569
23	40,196	28,067	68,263
24	40,908	28,067	68,975
25	41,635	28,067	69,702

Executive Secretary			
Step	State	Local	Total
1	25,735	15,466	41,201
2	26,326	16,950	43,276
3	26,916	17,654	44,570
4	27,505	18,361	45,866
5	28,164	19,059	47,223
6	28,829	19,774	48,603
7	29,499	20,480	49,979
8	30,162	21,183	51,345
9	30,830	21,892	52,722
10	31,495	22,601	54,096
11	32,161	23,307	55,468
12	32,826	24,018	56,844
13	33,494	24,721	58,215
14	34,158	25,425	59,583
15	34,823	26,134	60,957
16	35,493	26,839	62,332
17	36,158	27,546	63,704
18	36,823	28,805	65,628
19	37,490	28,805	66,295
20	38,156	28,805	66,961
21	38,821	29,805	68,626
22	39,502	29,805	69,307
23	40,196	29,805	70,001
24	40,908	29,805	70,713
25	41,635	29,805	71,440

Bachelor's Degree: \$ 1,320
 Certified Secretary: \$ 991
 Sr Secretary Certification: \$ 662

Longevity Pay:
 Beginning on Step 21 or the 21st year of credited experience \$1000 is included in the local pay rates above

2024-2025

12-Month Employee Calendar

July '24						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Contracted Days 23

August '24						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Contracted Days 22

September '24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Contracted Days 21

October '24						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Contracted Days 23

November '24						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Contracted Days 21

December '24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Contracted Days 22

January '25						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Contracted Days 23

February '25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Contracted Days 20

March '25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Contracted Days 21

April '25						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Contracted Days 22

May '25						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Contracted Days 22

June '25						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Contracted Days 21

Holidays

Total Contracted Days 261