

**MILL VALLEY SCHOOL DISTRICT  
CONFIDENTIAL EMPLOYEE (NON EXEMPT)  
ANNUAL SALARY SCHEDULE  
2019/2020**

Executive Assistant to the Superintendent & Board

**STEP**

1	91,590
2	93,881
3	96,228
4	98,634
5	101,102
6	103,630
7	106,221
8	108,876
9	111,598
10	114,718

**WORK YEAR**

12 months

**BOARD RESPONSIBILITIES**

Addition to the base salary for preparation and meetings: \$915 per month

**CELL PHONE**

Reimbursement of \$50 per month for the use of personal cell phone for business purposes.

**VACATION**

22 days per year

**BENEFITS**

Health, dental and vision benefits allowance at same rate currently provided by District to certificated staff. This position is not eligible for cash-in-lieu.

**RETIREMENT BENEFITS**

If at age 55 or greater, and who has completed 10 years or more of full-time District service, will be eligible for the same medical benefits to which members of the certificated bargaining unit are entitled upon retirement. Confidential employee's may also, if the insurance company concurs, continue participation in the dental insurance coverage by making appropriate payments to the District.

**SALARY ADJUSTMENTS**

3.26% Salary Increase effective: 7/1/2019

Adopted by Governing Board: 12/16/19