

**University Charter School at CSU Channel Islands**  
**Salary Schedule**  
**Classified Schedule I - Draft 4% starting 7/1/2020**

Position	Step 1	Step 2	Step 3	Step 4	Step 5
Administrative Assistant	\$26.03	\$27.08	\$28.16	\$29.28	\$30.46
Accts Receivable Clerk	\$20.58	\$21.40	\$22.05	\$22.71	\$23.39
Student Support Services	\$16.46	\$17.12	\$17.80	\$18.52	\$19.26
HR/Accts Payable Clerk	\$21.41	\$22.26	\$23.15	\$24.08	\$25.04
Office Assistant - Staff Secretary	\$16.46	\$17.12	\$17.80	\$18.52	\$19.26
Office Assistant -Attendance Clerk	\$16.46	\$17.12	\$17.80	\$18.52	\$19.26
Translator	\$17.12	\$17.80	\$18.52	\$19.26	\$19.84

**Steps:** Employee will move up a step for each full year worked in the classification. If an employee moves or is moved to a higher classification, they begin at Step 1 for that classification, with consideration that Step I in the new position is 4% higher than what the employee was making in their former position, if not, then the employee would be moved up to a step that would be at least equal to a 4% raise in hourly rate. If they are receiving an Longevity Increment, this will not be lost. If an employee moves or is moved to a lower classification, they begin at Step I for that classification. Longevity Increments will be maintained.

**Longevity: \$677 per year commencing at 10 years; \$677 per year each succeeding 5 year interval**

**Years 10-14 \$677/Year**  
**Years 15-19 \$1,979/Year**  
**Years 20+ \$2,630/Year**