

COVINGTON CITY PUBLIC SCHOOLS

2018 - 2019

**CLASSIFICATION: Clerical**

**Classification A - Administrative Assistant (School Secretary)**

Contract 260 days or Special Contract\*

Hours Per Day: 8

FLSA: Non-Exempt

\*Contract: 200 days/begins July 1; prorate  
this scale

Part-time: Step 0 - \$11.00 per hour

Step 1 - \$11.26 per hour

Move to Step 1 after 2 PT years

Note: This scale **NOT** reduced to 95%

STEP	INDEX	Annual
0	1	\$26,000
1	1.015	\$26,390
2	1.03	\$26,780
3	1.045	\$27,170
4	1.06	\$27,560
5	1.075	\$27,950
6	1.09	\$28,340
7	1.105	\$28,730
8	1.12	\$29,120
9	1.135	\$29,510
10	1.15	\$29,900
11	1.165	\$30,290
12	1.18	\$30,680
13	1.195	\$31,070
14	1.21	\$31,460
15+	1.225	\$31,850

July 2018