



# PETALUMA CITY SCHOOLS

## Classified Auxiliary Salary Schedule

Job Title	CSEA Range *	Step C (or fixed if not CSEA position)*
Accompanist	N/A	\$17.50
Account Clerk I	3	\$21.75
Account Clerk II	6	\$25.17
Account Clerk III	9	\$29.13
Activities Supervisor (Dance, etc.)	N/A	\$17.50
Adult Education Learning Center Coordinator	6	\$25.17
Art Docent Coordinator	6	\$25.17
Asset Technician	10	\$30.58
Assistant Music Specialist	N/A	\$17.50
Associate Mental Health Specialist	12	\$33.73
Athletic Director - High School	N/A	\$21,200.00
Athletic Event (Ticket Taker, etc.)	N/A	\$17.50
Athletic Trainer (annual)	N/A	\$15,900.00
Bilingual Clerk Typist	4	\$22.83
Bilingual Community Coordinator	7	\$26.42
Bilingual Coordinator	10	\$30.58
Bilingual Family Mentor	6	\$25.17
Bilingual Instructional Assistant	5	\$23.97
Bilingual Instructional Assistant II	6	\$25.17
Bilingual Program Clerk	4	\$22.83
Budget & Accounting Technician	11	\$32.10
Bus Driver I	8	\$27.73
Bus Driver II	9	\$29.13
Bus Driver Trainer/Dispatcher	10	\$30.58
Bus Driver Trainee (comparable to CSEA Range 7, Step A)*	N/A	\$23.97

Cafeteria Assistant II	2	\$20.71
Cafeteria Assistant III	4	\$22.83
Cafeteria Manager	7	\$26.42
Campus Security Supervisor	3	\$21.75
Campus Security Supervisor II	4	\$22.83
Child Care Assistant	2	\$20.71
Child Care Assistant, AVANCE	4	\$22.83
Child Care Assistant, Infant Toddler	2	\$20.71
Child Care Assistant Director	4	\$22.83
Child Care Director	8	\$27.73
Clerk Typist	3	\$21.75
College & Career Center Outreach Specialist	7	\$26.42
Counseling Office Specialist	7	\$26.42
Crossing Guard** (substitute)	N/A	\$17.50
Custodian	4	\$22.83
Custodian, Floater	5	\$23.97
Custodian, Night Lead	44	\$24.65
Custodian, Small School Head	5	\$23.97
Database Coordinator	14	\$37.18
Delivery Warehouse Person	5	\$23.97
Dispatcher/Driver	11	\$32.10
District Accountant	17	\$43.02
District Office Receptionist	6	\$25.17
District Student Information & Assessment Specialist	14	\$37.18
District Student Information & Assessment Specialist Lead	16	\$41.01
Early Childhood Education Coordinator	8	\$27.73
Educational Data Technician	7	\$26.42
Elementary Library Coordinator	5	\$23.97
Enrichment Specialist	N/A	\$25.30
Extended Day Program Assistant	2	\$20.71
Facility Projects Administrative Support Technician	10	\$30.58
Family Mentor	5	\$23.97

Fish Hatchery Program Assistant	4	\$22.83
Food Services Delivery Person	2	\$20.71
General Laborer (comparable to CSEA Range 2, Step B)*	N/A	\$17.60
Grounds Specialist, Irrigation	9	\$29.13
Grounds Worker	8	\$27.73
Groundskeeper, Lead	11	\$32.10
Guidance Specialist, Lead	16	\$41.01
Head Custodian I	6	\$25.17
Head Custodian III	7	\$26.42
Head Custodian III	71	\$28.52
Health Assistant	4	\$22.83
Human Resources Assistant	7	\$26.42
Instructional Assistant	3	\$21.75
Instructional Assistant, Community Day	3	\$21.75
Instructional Assistant, Full Inclusion****	5	\$26.42
Instructional Assistant, Full Inclusion (with valid CA teaching credential)	N/A	\$200/day
Instructional Assistant, South County Consortium****	5	\$26.42
Instructional Assistant, South County Consortium (with valid CA teaching credential)	N/A	\$200/day
Instructional Assistant, Special Education****	4	\$25.17
Instructional Assistant, Special Education (with valid CA teaching credential)	N/A	\$200/day
Instructional Assistant, Workability	4	\$22.83
Intervention Program Specialist	N/A	\$23.00
Library Media, Technology Assistant (Secondary)	6	\$25.17
Licensed Mental Health Specialist	17	\$43.02
Licensed Vocational Nurse (LVN)	16	\$41.01
Lifeguard	N/A	\$17.50
Maintenance Specialist, Carpenter	14	\$37.18
Maintenance Specialist, Electrician	14	\$37.18
Maintenance Specialist, Electrician, Low Voltage	14	\$37.18

Maintenance Specialist, HVAC	14	\$37.18
Maintenance Specialist, Locksmith	14	\$37.18
Maintenance Specialist, Mechanic	14	\$37.18
Maintenance Specialist, Painter	14	\$37.18
Maintenance Specialist, Plumber	14	\$37.18
Maintenance Worker	8	\$27.73
Music Specialist	N/A	\$25.00
Payroll Lead	15	\$39.04
Payroll Technician	12	\$33.73
Playground Supervisor	2	\$20.71
Pool Attendant	N/A	\$22.00
Production Kitchen Manager	10	\$30.58
Purchasing Coordinator	10	\$30.58
Registrar	8	\$27.73
School Account Clerk	6	\$25.17
School Account Clerk II	8	\$27.73
School Bus/Automotive Technician II	12	\$33.73
School Bus/Automotive Technician III	15	\$39.04
Secretary, Administrative	10	\$30.58
Secretary, Administrative ii	11	\$32.10
Secretary, Discipline	8	\$27.73
Secretary, District Office	9	\$29.13
Secretary, Food and Nutrition Services	9	\$29.13
Secretary, Maintenance & Operations	9	\$29.13
Secretary, Maintenance & Operations Senior	10	\$30.58
Secretary, School II	7	\$26.42
Secretary, Senior School	9	\$29.13
Secretary, South County Consortium	9	\$29.13
Secretary, Transportation	9	\$29.13
Secretary, Transportation Senior	10	\$30.58
Security Team*** (comparable to CSEA range 12, step F)	N/A	\$34.84

Stand-By Driver/Mechanic's Helper	11	\$32.10
Student Advisor	4	\$22.83
Student Help	N/A	\$17.50
Student Records Clerk	5	\$23.97
Student Records Clerk II	6	\$25.17
Technology Support Specialist	16	\$41.01
Technology Support Technician	12	\$33.73
Teen Parent Child Care Coordinator	8	\$27.73
Warehouse/Delivery Services Coordinator	9	\$29.13
Work Based Learning Coordinator	15	\$39.04
<b>PETALUMA ADULT SCHOOL</b>		
Apprenticeship Instructor: Machinists Program	N/A	\$45.00
Apprenticeship Instructor: Roofing Program	N/A	\$36.81
Community Education Instructor (comparable to PFT-AE extra assignment rate)	N/A	\$41.04
CTMAA Apprenticeship Coordinator	N/A	\$36.81
* Based on CSEA Salary Schedule board approved 4/23/24; effective 6/1/24. Not automatically increased whenever CSEA negotiates an increase.		
**Crossing Guards <u>in a regular assignment</u> , and who do not hold a CSEA position, will be paid at the following hourly rates: Range 2: Step B: \$19.72 Step C: \$20.71 Step D: \$21.75 Step E: \$22.83 Step F: \$23.97  Crossing Guards <u>who also hold a CSEA position</u> , will be paid at Range 2 on the CSEA Salary Schedule and include longevity.		
***Security Team - 2 hours minimum per call/5 call minimum per week.		
****Instructional Assistant, Full Inclusion, Instructional Assistant, Special Ed, and Instructional Assistant, SoCC will be paid at step E of the correct Range on the CSEA Salary Schedule effective November 15, 2023.		
Adopted: 6/12/01 (supersedes BP 4231.4). Amended: 12/11/01, 9/10/02, 9/24/02, 10/8/02, 12/10/02, 5/13/03, 12/16/03, 11/16/04, 12/14/04, 6/14/05, 8/15/06, 12/12/06, 1/9/07, 7/17/07, 10/9/07, 11/13/07, 1/8/08, 5/13/08, 7/20/10, 10/12/10, 4/24/12, 8/14/12, 7/16/13, 9/10/13, 6/24/14, 8/19/14, 6/9/15, 12/8/15, 12/13/16, 12/12/17, 12/11/18, 6/25/19, 1/7/20, 1/12/21, 11/8/22, 5/23/23, 5/25/23, 7/25/23, 8/22/23, 9/12/23, 11/14/23, 5/28/24		

**NOTES:**

- Not all positions are authorized to have a substitute. Exceptions require approval from the

Human Resources Administrator.

- Current employees of the District when employed as a substitute shall receive the hourly rate indicated below:
  - Substituting for the *same position* receive current salary
  - Substituting for a *position never held* receive the substitute rate
  - Substituting for a *position formerly held* receive the step & range last held for this position
  - Substituting for a "*like position*" same range (IA FI to SOCC and vice versa) receive current salary
  - Substituting for a "*like position*" in a *higher* range (IA Spec Ed to IA FI or SOCC) receive "working out of class pay" (see CSEA MOU dated 1/20/04)
  - Substituting for a "*like position*" *lower* range (IA FI or SOCC to IA Spec Ed) receive current salary
- Former employees of the District, with six or more years of satisfactory service, when employed as a substitute in their former job classifications, or in any lower-range position within the same job category, shall receive the hourly rate applicable to their step placement at their time of resignation, not to include any longevity, professional growth or other stipends the employee may have previously earned. This salary placement practice does not apply to former employees substituting in any higher-range position within the same job category.