



**TO:** Members of the Board of Education

**FROM:** Kin Shuman, Director of Human Resources

**DATE:** October 8, 2020

**SUBJECT: Pay Change Recommendation For Administrative Assistant to Superintendent and Board**

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In order to maintain an appropriate pay differential between this position and other administrative support positions, Human Resources requests board approval to move the pay for this position from pay column G on the classified pay schedule to pay column I (the next higher pay column).

The pay ranges for columns G and I are currently as follows:

**G     \$13.80 - \$21.10**  
**I     \$14.50 - \$21.80**

Cc: Douglas Bissonette