



750 E. Main Street, El Cajon, CA 92020
www.cajonvalley.net

CLASSIFIED ADMINISTRATORS' SALARY SCHEDULE 2023-2024

Board Approved: November 14, 2023
Effective: July 1, 2023 (7.0% COLA)

STEP	2	3	4	5	6	7	8	9	11	12
1	83,752	139,036	90,677	107,048	120,604	123,670	147,600	124,200	116,769	134,741
2	89,734	145,332	96,976	113,345	126,901	129,968	153,896	130,492	123,067	141,039
3	95,716	151,628	103,270	119,640	133,199	136,264	160,192	136,790	129,361	147,335
4	101,695	157,926	109,567	125,937	139,496	142,561	166,490	143,087	135,659	153,633
5	107,678	164,223	115,864	132,235	145,791	148,858	172,787	149,385	141,956	159,929
6	113,660	170,521	122,163	138,531	152,088	155,156	179,082	155,681	148,253	166,226
7	118,445	175,556	127,198	143,569	157,127	160,192	184,121	160,720	153,292	171,263
8	123,232	180,594	132,235	148,606	162,163	165,231	189,157	165,755	158,328	176,300
9	128,019	185,631	137,272	153,643	167,202	170,269	194,196	170,794	163,364	181,336
10	132,802	190,669	142,309	158,683	172,237	175,306	199,233	175,833	168,402	186,375

TITLE	RANGE	DUTY DAYS
Coordinator, Safety & Security	5	260
Coordinator, Public Information	5	260
Director, Child Nutrition Services	6	260
Director, Classified Personnel	8	260
Director, Facilities, Maintenance, & Operations	9	260
Director, Fiscal Services	3	260
Director, Information Services	12	260
Director, Long-Range Planning and Enrollment Services	7	260
Director, Network Services	12	260
Director, Purchasing & Logistics	11	260
Director, Technology Services	12	260
Director, Transportation	11	260
Executive Coordinator - Superintendent's Office	2	260
Manager, Extended Day Program	4	260
Manager, Fiscal Services	4	260
Manager, Grants & Community Engagement	7	260
Manager, Mental Health Services	5	260



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For purposes of initial placement, promotion and salary step advancement for classified administrators, Personnel Commission Rules and Regulations of the Classified Service will apply.

260 paid days, which includes 25 annual earned vacation days and 17 paid holidays.

The Cajon Valley Administrators' Association (CVAA) and the Cajon Valley Union School District ("District") established a joint CVAA Calamitous/Catastrophic Leave bank from which eligible members may apply for additional sick days when they or their family members are suffering from a catastrophic illness, injury or calamitous event.

Commencing July 1, 2022, the District will budget a \$15,000 annual cap for professional growth for CVAA members. Reimbursement will be limited \$1,000 per year for fees/tuition and/or required course materials. Reimbursement is to occur after completion of the course with a grade of "B", pass/credit if course is on a pass/fail or credit/non-credit basis, or a completion/attendance certificate. The course must be related to the member's current position or a position to which they aspire to and receive pre-approval from Cabinet supervisor.

The District provides the total cost of a \$50,000 group term life insurance and accidental death and dismemberment program for each management team member.

Employees eligible for health and dental insurance that have not previously enrolled, or that wish to make changes to their health and/or dental insurance coverage, must do so during the Open Enrollment period. Forms are available in the Payroll Department.

RETIREMENT INFORMATION

Retirement Stipend:

Effective July 1, 2019, unit members who are at least 54 years of age, have served the last ten (10) consecutive years as a Cajon Valley administrator/confidential employee or the last fifteen (15) consecutive years as an employee in the Cajon Valley Union School District and submit an irrevocable resignation/retirement letter to the Assistant Superintendent, Personnel Services six (6) months prior to retirement date are eligible to receive a one-time, off-schedule retirement incentive equivalent to six point four percent (6.4%) of Step 5 of their current salary range to be paid in February or August of the year following retirement.

Retiree Health Benefits:

An employee who is hired prior to June 30, 2015, has ten (10) years of service in the District (the last five years must be consecutive) and has reached age fifty-five (55), is eligible to receive District health and dental coverage for his/herself and eligible dependents until age sixty-five (65). Effective July 1, 2015, retirement benefits for new employees with a start date on or after July 1, 2015, will exclude district-paid dental and medical coverage for dependents. Retired employees may choose to pay the costs to continue coverage for their dependents until the employee becomes eligible for Medicare as outlined below. The cost of this coverage will be established by the District each year. Eligibility for this coverage is subject to any rules and regulations set by the insurance carrier or legal counsel.

Eligible dependents of retired employees who are enrolled in District medical plans may continue coverage in the plan as long as the retiree is enrolled. If the eligible dependent of a retiree becomes eligible for Medicare, they should enroll in Medicare parts A and B to continue coverage under the District plan. If the eligible dependent does not enroll in Medicare parts A and B, they may continue coverage under the District plan, but must pay the difference between the premium with Medicare coverage and the premium without Medicare coverage. If the dependent is already eligible for Medicare at the time that the employee retires, the dependent must immediately enroll in Medicare parts A and B in order to continue to be covered by the District sponsored plan or must pay the difference in premium cost.

The District will provide medical insurance for retirees only, sixty-five and older, who qualify for Medicare and who served the District for at least 15 years and were an administrator for the last five (5) years. This coverage would be provided through Kaiser's Senior Advantage Program at a maximum District contribution of \$600 annually for each eligible employee. The employee is responsible for the employee co-premium.