



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

## CLASSIFIED ADMINISTRATORS' SALARY SCHEDULE 2024-2025

**Board Approved:** March 11, 2025  
**Effective:** July 1, 2024 ( 1.0% COLA )

STEP	2	3	4	5	6	7	8	9	11	12
1	84,590	140,427	91,584	108,119	121,811	124,907	149,076	125,442	117,937	136,089
2	90,632	146,786	97,946	114,479	128,171	131,268	155,435	131,797	124,298	142,450
3	96,674	153,145	104,303	120,837	134,531	137,627	161,794	138,158	130,655	148,809
4	102,712	159,506	110,663	127,197	140,891	143,987	168,155	144,518	137,016	155,170
5	108,755	165,866	117,023	133,558	147,249	150,347	174,515	150,879	143,376	161,529
6	114,797	172,227	123,385	139,917	153,609	156,708	180,873	157,238	149,736	167,889
7	119,630	177,312	128,470	145,005	158,699	161,794	185,963	162,328	154,825	172,976
8	124,465	182,400	133,558	150,093	163,785	166,884	191,049	167,413	159,912	178,063
9	129,300	187,488	138,645	155,180	168,875	171,972	196,138	172,502	164,998	183,150
10	134,131	192,576	143,733	160,270	173,960	177,060	201,226	177,592	170,087	188,239

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



## **CLASSIFIED ADMINISTRATORS' SALARY SCHEDULE 2024-2025**

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.

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### **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.