

**STANDARDIZED ADMINISTRATIVE ASSISTANT
HOURLY PAY SCALES SY 2025-2026**

ADMINISTRATIVE ASSISTANT I - Small Campus Support (≤200 students)

Step	HS/GED	Associate s	BA
0	16.5	17.25	18
1	17.5	18.25	19
2	18	18.75	19.5
3	18.5	19.25	20
4	19	19.75	20.5
5	19.5	20.25	21

ADMINISTRATIVE ASSISTANT II - Medium Campus Support (201-400 students)

Step	HS/GED	Associate s	BA
0	18.5	19.25	20.5
1	19.5	20.25	21.5
2	20	20.75	22
3	20.5	21.25	22.5
4	21	21.75	23
5	21.5	22.25	23.5

ADMINISTRATIVE ASSISTANT III - Large Campus Support (401+ students and/or District-wide)

Step	HS/GED	Associate s	BA
0	19.5	20.25	21.75
1	20.5	21.25	22.75
2	21	21.75	23.25
3	21.5	22.25	23.75
4	22	22.75	24.25
5	22.5	23.25	24.75

ADMINISTRATIVE ASSISTANT IV - Additional Executive Leadership Support (District-wide)

Step	Associate s	BA	BA+15
0	22	23.5	24.25
1	23	24.5	25.25
2	23.5	25	25.75
3	24	25.5	26.25
4	24.5	26	26.75
5	25	26.5	27.25