

**BLACKFOOT SCHOOL DISTRICT NO. 55  
SECRETARY SALARY SCHEDULE  
2019-20**

STEP	Hourly Rate	ELEM	SECONDARY	SECONDARY	DISTRICT
		210 DAYS 7.25 Hrs	210 DAYS 8 Hrs	PRINCIPAL 225 DAYS 8 Hrs	260 DAYS 7.50 Hrs
1	<b>\$ 11.40</b>	\$ 17,357	\$ 19,152	\$ 20,520	\$ 22,230
2	<b>\$ 11.73</b>	\$ 17,859	\$ 19,706	\$ 21,114	\$ 22,874
3	<b>\$ 12.07</b>	\$ 18,377	\$ 20,278	\$ 21,726	\$ 23,537
4	<b>\$ 12.43</b>	\$ 18,925	\$ 20,882	\$ 22,374	\$ 24,239
5	<b>\$ 12.77</b>	\$ 19,442	\$ 21,454	\$ 22,986	\$ 24,902
6	<b>\$ 13.10</b>	\$ 19,945	\$ 22,008	\$ 23,580	\$ 25,545
7	<b>\$ 13.48</b>	\$ 20,523	\$ 22,646	\$ 24,264	\$ 26,286
8	<b>\$ 13.84</b>	\$ 21,071	\$ 23,251	\$ 24,912	\$ 26,988
9	<b>\$ 14.14</b>	\$ 21,528	\$ 23,755	\$ 25,452	\$ 27,573
10	<b>\$ 14.52</b>	\$ 22,107	\$ 24,394	\$ 26,136	\$ 28,314
11	<b>\$ 14.85</b>	\$ 22,609	\$ 24,948	\$ 26,730	\$ 28,958
12	<b>\$ 15.19</b>	\$ 23,127	\$ 25,519	\$ 27,342	\$ 29,621
13	<b>\$ 15.55</b>	\$ 23,675	\$ 26,124	\$ 27,990	\$ 30,323
14	<b>\$ 15.90</b>	\$ 24,208	\$ 26,712	\$ 28,620	\$ 31,005
15	<b>\$ 16.26</b>	\$ 24,756	\$ 27,317	\$ 29,268	\$ 31,707
16	<b>\$ 16.62</b>	\$ 25,304	\$ 27,922	\$ 29,916	\$ 32,409
17	<b>\$ 16.94</b>	\$ 25,791	\$ 28,459	\$ 30,492	\$ 33,033
18	<b>\$ 17.31</b>	\$ 26,354	\$ 29,081	\$ 31,158	\$ 33,755

Longevity Benefit: Employees must have been employed in the district for at least 15 consecutive years and meet the Rule of 85 (age and years of service), or be age 62 in the year they will retire. Employees must notify the district administration by **March 1** of their plan to retire at the end of the following year. The longevity benefit for a secretary is \$5,387. The longevity benefit will be paid in the employee's final paycheck.

Sick Leave:  
 210 Day Work Schedule: 13 days  
 225 Day Work Schedule: 14 days  
 260 Day Work Schedule: 16 days

Personal Leave: (All) 5 days

Vacation:  
 260 Day Work Schedule: 15 days

Bereavement Leave: Bereavement leave is granted to employees in the event of the death of an immediate family member. Prior to receiving days from the bereavement leave bank, the employee who is a member of the bereavement leave bank must first use two (2) days of sick leave and may then be granted an additional five (5) days from the bereavement leave bank. Employees who are not members of the bereavement leave bank may use five (5) days sick leave in the event of the death of an immediate family member. These days are per occurrence.

Benefits: Employee Health Insurance  
 Life Insurance