

Mt. Diablo Unified School District
Diablo Managers Association (DMA) Confidential Unit

2024-2025 Salary Schedule

(9% Increase Effective July 1, 2024)

Position	Job Code	Range	Days per Year	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Administrative Assistant (Conf.)	552	hourly rate		\$39.44	\$40.23	\$41.04	\$41.86	\$42.70	\$43.53	\$44.41	\$45.30	\$46.21
	ADMASTCF		260	\$82,035.20	\$83,678.40	\$85,363.20	\$87,068.80	\$88,816.00	\$90,542.40	\$92,372.80	\$94,224.00	\$96,116.80
Admin. Asst. to Supt. (Conf.)	576	hourly rate		\$42.41	\$43.26	\$44.12	\$45.01	\$45.91	\$46.83	\$47.76	\$48.71	\$49.69
	ADMASTSUP		260	\$88,212.80	\$89,980.80	\$91,769.60	\$93,620.80	\$95,492.80	\$97,406.40	\$99,340.80	\$101,316.80	\$103,355.20
Admin. Asst. to Assoc. Supt. of Educational Services	576	hourly rate		\$42.41	\$43.26	\$44.12	\$45.01	\$45.91	\$46.83	\$47.76	\$48.71	\$49.69
	ASTES		260	\$88,212.80	\$89,980.80	\$91,769.60	\$93,620.80	\$95,492.80	\$97,406.40	\$99,340.80	\$101,316.80	\$103,355.20
Administrative Secretary (Conf.)	520	hourly rate		\$35.76	\$36.48	\$37.20	\$37.95	\$38.72	\$39.48	\$40.28	\$41.08	\$41.90
	ADMSECCF		260	\$74,380.80	\$75,878.40	\$77,376.00	\$78,936.00	\$80,537.60	\$82,118.40	\$83,782.40	\$85,446.40	\$87,152.00
Admin. Secretary to Supt. (Conf.)	536	hourly rate		\$37.54	\$38.29	\$39.05	\$39.84	\$40.64	\$41.45	\$42.28	\$43.13	\$43.98
	ADMSECSP		260	\$78,083.20	\$79,643.20	\$81,224.00	\$82,867.20	\$84,531.20	\$86,216.00	\$87,942.40	\$89,710.40	\$91,478.40
Benefits Specialist	552	hourly rate		\$39.44	\$40.23	\$41.04	\$41.86	\$42.70	\$43.53	\$44.41	\$45.30	\$46.21
	BENESPECCF		260	\$82,035.20	\$83,678.40	\$85,363.20	\$87,068.80	\$88,816.00	\$90,542.40	\$92,372.80	\$94,224.00	\$96,116.80
Confidential Secretary	504	hourly rate		\$34.03	\$34.72	\$35.40	\$36.11	\$36.83	\$37.57	\$38.32	\$39.09	\$39.87
	SECCF		260	\$70,782.40	\$72,217.60	\$73,632.00	\$75,108.80	\$76,606.40	\$78,145.60	\$79,705.60	\$81,307.20	\$82,929.60
Employer/Employee Relations Specialist	560	hourly rate		\$40.38	\$41.19	\$42.02	\$42.86	\$43.72	\$44.59	\$45.49	\$46.39	\$47.33
	:ERSP		260	\$83,990.40	\$85,675.20	\$87,401.60	\$89,148.80	\$90,937.60	\$92,747.20	\$94,619.20	\$96,491.20	\$98,446.40
Human Resource Analyst (Conf.)	560	hourly rate		\$40.38	\$41.19	\$42.02	\$42.86	\$43.72	\$44.59	\$45.49	\$46.39	\$47.33
	HRANLCF		260	\$83,990.40	\$85,675.20	\$87,401.60	\$89,148.80	\$90,937.60	\$92,747.20	\$94,619.20	\$96,491.20	\$98,446.40
Human Resources Analyst - Credentials	528	hourly rate		\$36.61	\$37.35	\$38.08	\$38.86	\$39.63	\$40.42	\$41.22	\$42.05	\$42.90
	HRCREDANL		260	\$76,148.80	\$77,688.00	\$79,206.40	\$80,828.80	\$82,430.40	\$84,073.60	\$85,737.60	\$87,464.00	\$89,232.00
Human Resources Specialist (Conf.)	526	hourly rate		\$36.40	\$37.13	\$37.88	\$38.62	\$39.40	\$40.19	\$40.99	\$41.81	\$42.64
	HRSPCF		260	\$75,712.00	\$77,230.40	\$78,790.40	\$80,329.60	\$81,952.00	\$83,595.20	\$85,259.20	\$86,964.80	\$88,691.20
Senior Admin. Assistant to Supt./ Communications Specialist	633	hourly rate		\$50.46	\$51.46	\$52.48	\$53.54	\$54.61	\$55.71	\$56.82	\$57.96	\$59.11
	ASTSP		260	\$104,956.80	\$107,036.80	\$109,158.40	\$111,363.20	\$113,588.80	\$115,876.80	\$118,185.60	\$120,556.80	\$122,948.80
Executive Assistant to the Superintendent	633	hourly rate		\$50.46	\$51.46	\$52.48	\$53.54	\$54.61	\$55.71	\$56.82	\$57.96	\$59.11
	SRADMEXAST		260	\$104,956.80	\$107,036.80	\$109,158.40	\$111,363.20	\$113,588.80	\$115,876.80	\$118,185.60	\$120,556.80	\$122,948.80
Public Info & Comm Relation	633	hourly rate		\$50.46	\$51.46	\$52.48	\$53.54	\$54.61	\$55.71	\$56.82	\$57.96	\$59.11
	COM		260	\$104,956.80	\$107,036.80	\$109,158.40	\$111,363.20	\$113,588.80	\$115,876.80	\$118,185.60	\$120,556.80	\$122,948.80

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	HRSRSPCF		260	\$78,083.20	\$79,643.20	\$81,224.00	\$82,867.20	\$84,531.20	\$86,216.00	\$87,942.40	\$89,710.40	\$91,478.40
Workers' Compensation Specialist	560	hourly rate		\$40.38	\$41.19	\$42.02	\$42.86	\$43.72	\$44.59	\$45.49	\$46.39	\$47.33
	WCOMPSPEC		260	\$83,990.40	\$85,675.20	\$87,401.60	\$89,148.80	\$90,937.60	\$92,747.20	\$94,619.20	\$96,491.20	\$98,446.40

Apart from the initial transition placement needed to be assigned to a current existing New Step, to count as a year of service, 75% of each work year must be served. All increments begin on July 1, 2024 and July 1 thereafter.

DMA employees completing 75% or more of the year in their position will move to the next step on July 1 of each year, and pending verification of each year of service.

Transition placement for any staff at "Year" 5 or higher (unless otherwise noted as "the same") will be to the next highest cell - e.g. a current year 17 cell placement could change to a New Step 3 for the remainder of 23-24. Staff currently at step 5 remain at step 5.

These changes are in lieu of continuing or needing any longevity pay, and step placement will occur yearly beginning on July 1, 2024.

Existing staff will not be re-evaluated for different cell placement based on the above new step schedule.

Board Approved TBD