

Montessori School of Maui
ADMINISTRATIVE ASSISTANT SALARY SCALE
as of AUGUST 1, 2018

BASE SALARY	12 Months	\$29,000.00
IN ADDITION TO THE BASE PAY AN EMPLOYEE WILL RECEIVE AN INCREASE BASED ON THE FOLLOWING CRITERIA		
BUSINESS/ADMINISTRATIVE BACKGROUND (Employee will be paid for the highest level attained)	INCREASE	SALARY
60 college credits with 9 in Business or Office Administration	\$1,830.00	\$30,830.00
A.A. or A.S.	\$2,684.00	\$31,684.00
A.A. or A.S. in Business or Office Administration	\$4,026.00	\$33,026.00
B.A. or B.S.	\$5,368.00	\$33,514.00
B.A. or B.S. in Business or Office Administration	\$7,991.00	\$34,856.00
Masters Degree	\$9,577.00	\$35,344.00
Masters Degree in Business or Office Administration	\$10,370.00	\$36,686.00
PhD OR Doctorate in Business or Office Administration	\$12,810.00	\$37,174.00
WORK EXPERIENCE AND PROFESSIONAL DEVELOPMENT IS CONSIDERED ONLY WHEN THE EMPLOYEE IS FIRST PUT ON THE SALARY SCALE		
Non-Montessori Administrative Assistant	\$305.00	
Montessori Administrative Assistant	\$400.00	
MOMI Administrative Assistant Each Year	\$488.00	
PROFESSIONAL DEVELOPMENT		
Non-Montessori School Educational Experience	\$305.00	
Montessori Educational Experience	\$400.00	
MOMI Educational Experience	\$488.00	
Public School Educational Experience	\$250.00	
1. Annual salary scale adjustments are determined by the Board of Directors.		