



# Montana Association of School Business Officials

## 2007-2008 Salary Survey

### Business Manager/Clerk Position

District Size	Average Salary	Salary Range	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
AA	97,021	88,461-104,518	-----	-----	-----	-----	-----	-----
A	55,727	22,360-75,500	58,059	-----	-----	-----	62,003	-----
B	41,221	17,472-62,044	-----	46,555	34,504	36,163	-----	52,185
C	31,695	18,938-60,000	30,163	33,762	33,468	33,008	30,266	30,425
Standalone EI	33,781	14,980-61,829	33,881	33,220	-----	33,885	33,525	-----

### Other Business office responses

Position	Statewide Average	Salary Range	AA	A	B	C & Standalone
Payroll Clerk	29,640	25,584 -33,904	-----	28,850	31,443	-----
Accounts Payable Clerk	29,997	25,854-38,168	29,966	-----	-----	-----
Administrative Secretaries	27,431	17,950-47,445	-----	-----	-----	23,899
Administrative Assistants	31,217	18,720-37,981	-----	-----	-----	-----
Assistant Business Manager/Clerk	29,705	24,960-34,000	-----	32,404	-----	-----
Facilities Manager	54,390	43,170-65,000	-----	-----	-----	-----

**Note:**

Numbers have been rounded to the next whole dollar. No data reported where there are not at least 3 responses.

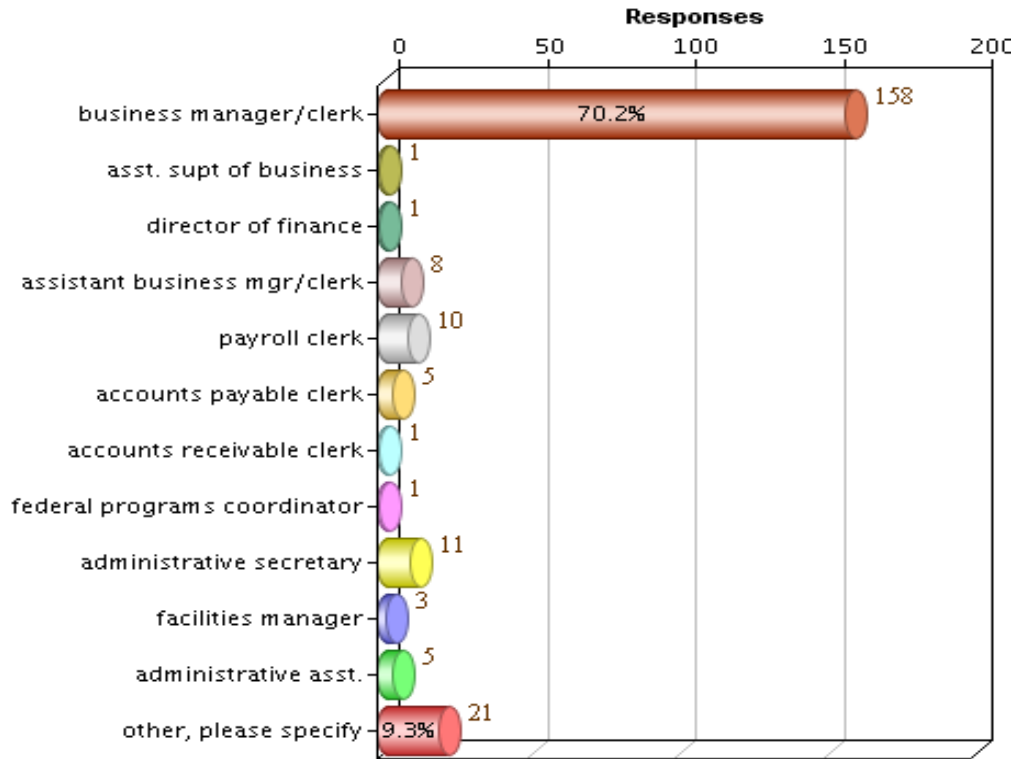
Please see the MASBO By-Laws (in MASBO Directory) for which counties are in each region.

Please remember that this is not all clerks/business managers, just those who filled out the survey.

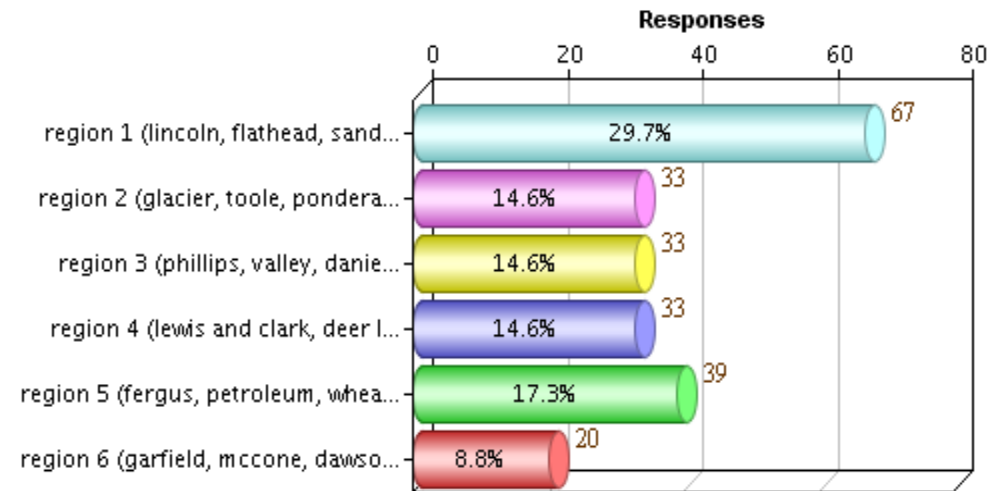
All hourly and monthly wages were converted to full-time annual wage (2080 hours) so hopefully the averages are comparable.



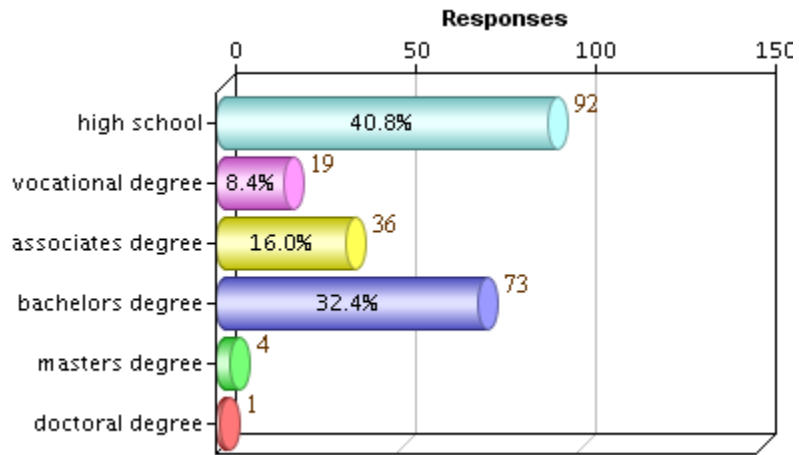
# 225 SURVEY RESPONSES



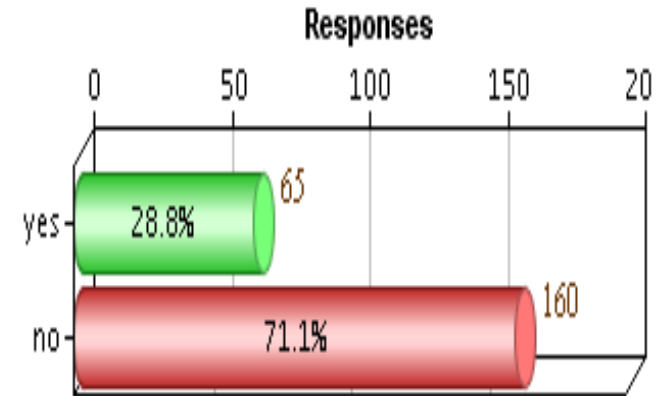
## RESPONSES BY MASBO REGION



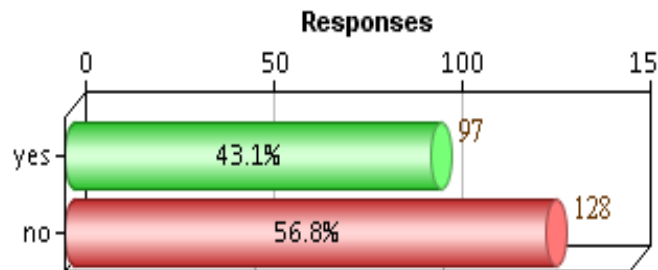
## EDUCATION LEVEL



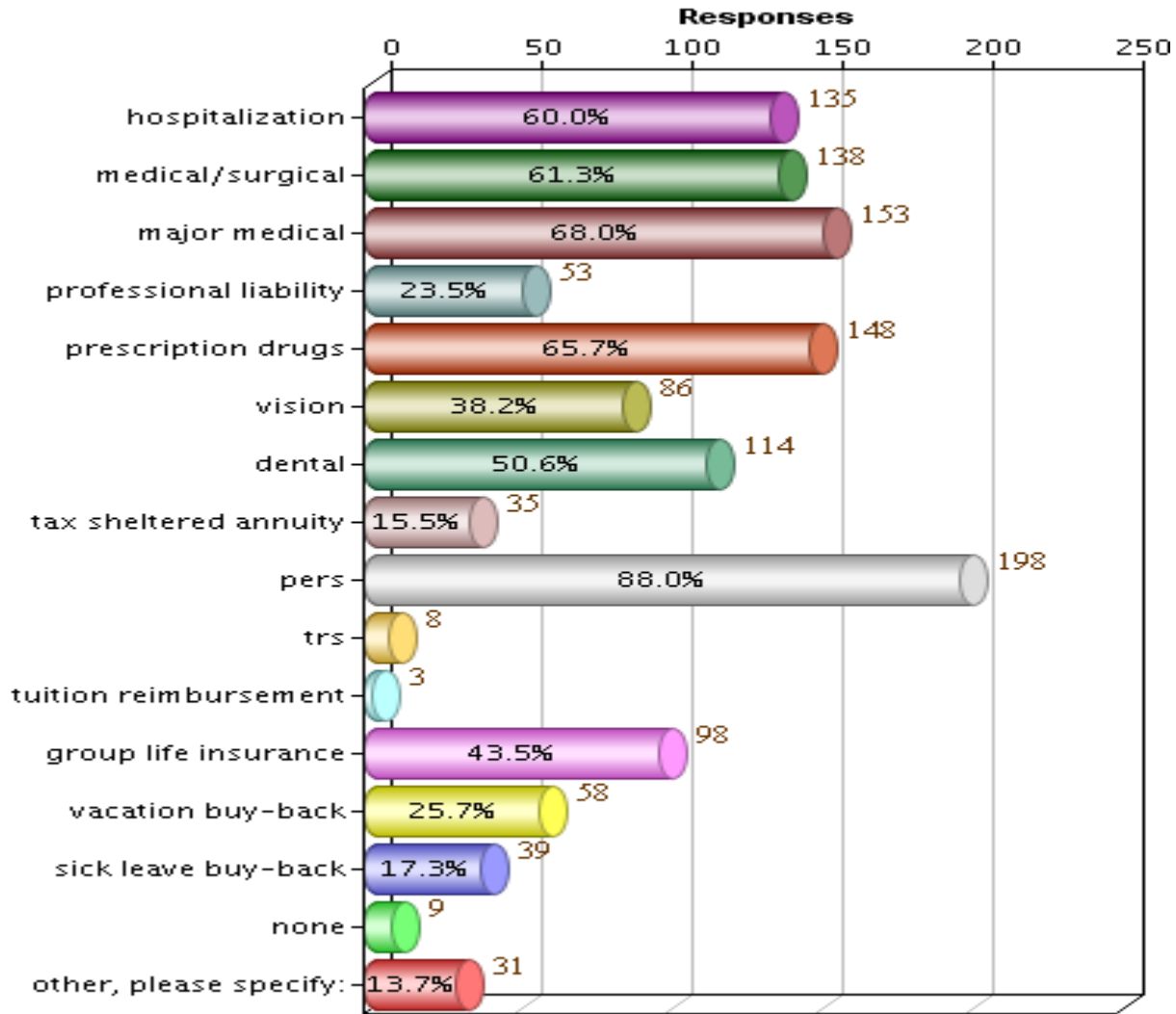
## SUPERVISE OR EVALUATE OTHERS?



## ARE YOU ELIGIBLE FOR OVERTIME?



# TOTAL COMPENSATION PACKAGE



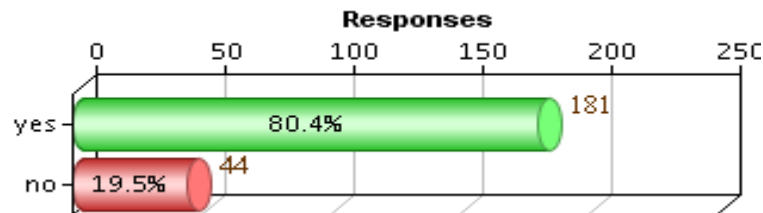
## What perks, if any, do you receive?

- ✚ Do not have to work during the school year when school is not in session.
- ✚ Flexible hours
- ✚ Allowed to attend my kids activities
- ✚ Attend National Conference
- ✚ I can set my own schedule.
- ✚ free lunch, flexible schedule
- ✚ Personal Leave
- ✚ home athletic games free along with spouse
- ✚ I have a job close to my kids, and home.
- ✚ flexible hours
- ✚ additional classified Union days off
- ✚ set own hours, relevant workshops paid
- ✚ Set my own hours
- ✚ My office is a wonderful place to work.
- ✚ \$500/month insurance allowance which can be applied to the group health premium.
- ✚ bonus in December
- ✚ Working where I can see my grandchildren every day
- ✚ I live 2 miles away from work!
- ✚ I get the day after Thanksgiving off and the 4 days between Christmas and New Years off.
- ✚ 3 days personal leave (in addition to vacation and sick leave)
- ✚ holiday pay, vacation pay, sick leave
- ✚ 3 personal days, full family insurance 100% pd, cancer insurance 100% pd
- ✚ I may adjust my schedule. If I need to take off in the morning or afternoon I may work in the evening to make it up. I get 120 hours personal leave (vacation) paid each year in July so that my vacation hours do not build up to the point of losing them
- ✚ Work at home, internet subscription
- ✚ flex contribution - instead of health insurance
- ✚ Free Breakfast & Lunch, attend any school functions B-Ball, Football, etc., without having to take any vacation or comp time.
- ✚ FLEXIBLE HOURS
- ✚ Can work only 35 hours a week and still receive full salary (However, I work 40+)
- ✚ Flexible Schedule, Remote Work-Site
- ✚ Very flexible hours
- ✚ 2 additional personal days, flexible schedule
- ✚ free lunch, days off usually when I need them, 3 personal days
- ✚ 2 personal days per year
- ✚ Free lunches for working with School Foods
- ✚ District Health Insurance Package paid in full by District, Vacation leave accrual based on all PERS years of service not just those in District.
- ✚ None as only work part-time
- ✚ Complimentary school activity pass
- ✚ 4 day weeks in the summer, and most school holidays off
- ✚ Stipend amount equal to Single Health Insurance Monthly Amount
- ✚ season passes to all School Events for myself and my spouse
- ✚ I work with a great staff.
- ✚ 1 personal day, 1 hour lunch break
- ✚ CellUse
- ✚ compensation for School Business Travel
- ✚ 10 personal days
- ✚ Comp time; spring break off and paid
- ✚ ASBO Intl travel twice per year full cover - professional fees
- ✚ All school holiday off with pay, comp time
- ✚ Flexible schedule, part-time in summer
- ✚ I receive a pass for all athletics contests, the best perk is getting to attend my kids events paid

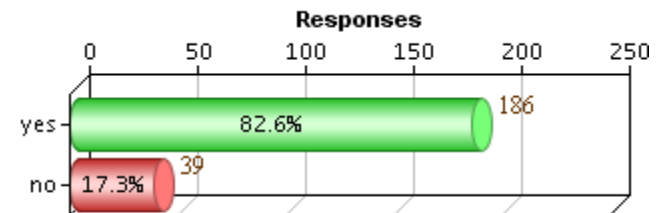
- ✚ flexibility with my schedule
- ✚ Flexible schedule. Dependable pay period salary regardless of total hours.
- ✚ Sick, vacation, personal days, some flexibility in choosing hours, free life insurance, 80 % of health insurance premium paid
- ✚ 2 personal days
- ✚ The total of my yearly health insurance was added to my yearly compensation and I shelter my monthly premium.
- ✚ lunches, flexible schedule,
- ✚ Get the same days off as the teachers and students over Christmas, etc.
- ✚ 10% severance pay after 10 years
- ✚ flexible hours during summer
- ✚ I get to make my own hours, as long as I get 40 hours per week. This is helpful with four kids!
- ✚ free hot lunch!
- ✚ Work my own schedule
- ✚ Continuing credits for PHR certification and pay for Notary Public
- ✚ Activity Pass

- ✚ Costco Membership, Cell phone, Compensation time, free breakfast & lunch
- ✚ free lunch, use of school stuff
- ✚ flex time
- ✚ 350 health ins premium pd by dist, 2 personal days
- ✚ Flexible schedule.
- ✚ 1 personal day per year, non-accumulative
- ✚ 5 personal days per school year
- ✚ flexible summer schedule
- ✚ 9 Personal Days
- ✚ Flex hours - Work when needed - ability to set my own schedule
- ✚ flexible hours
- ✚ in lieu of hops/medpsurg/maj med employer pd flex (HRA)

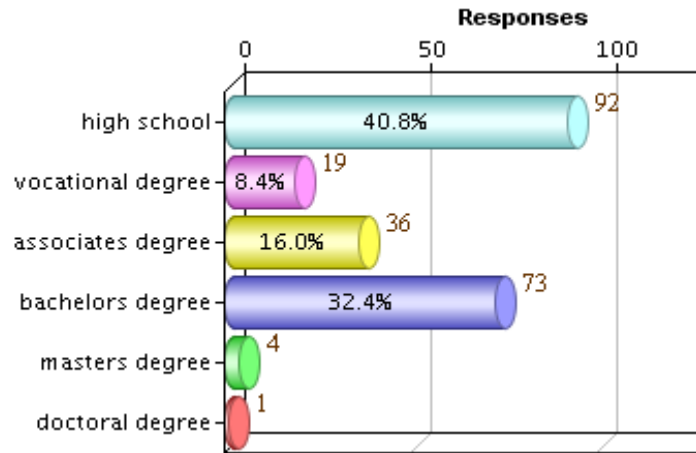
**DO YOU HAVE A WRITTEN CONTRACT COVERING YOUR TERMS AND CONDITIONS OF EMPLOYMENT?**



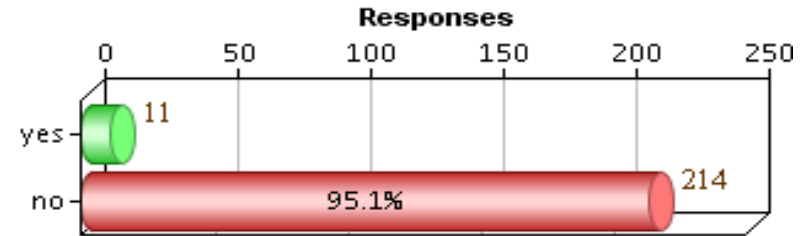
**ARE YOU A MASBO MEMBER?**



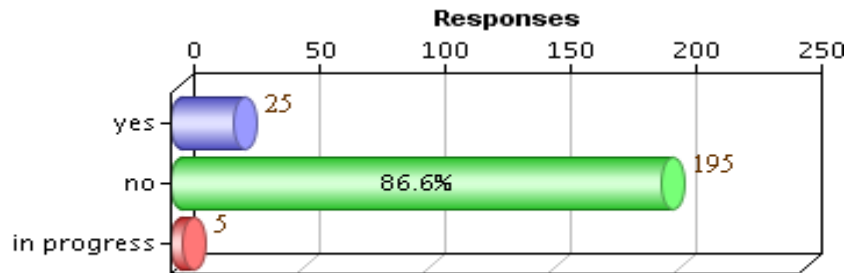
## EDUCATION



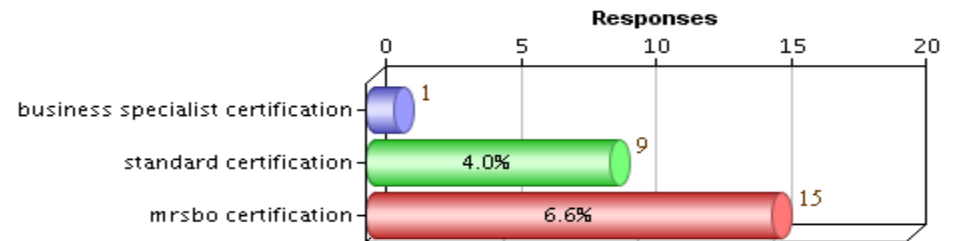
## ARE YOU A CPA?



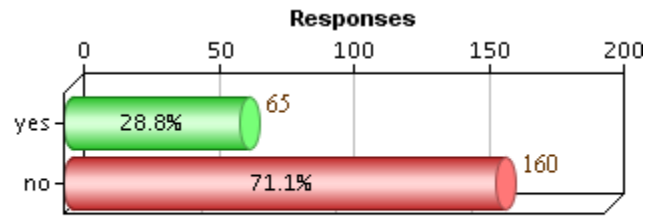
## ARE YOU CERTIFIED BY MASBO?



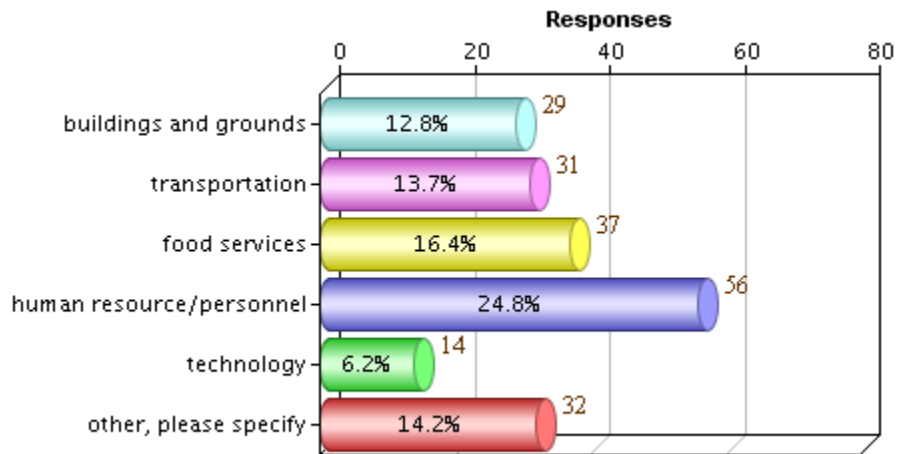
## IF YES, WHAT TYPE?



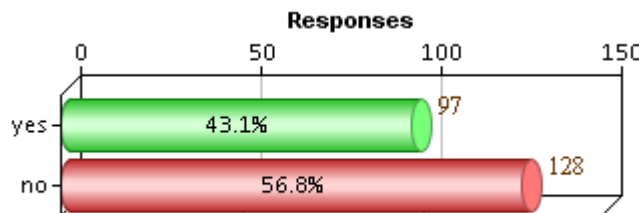
## DO YOU SUPERVISE AND EVALUATE OTHER EMPLOYEES?



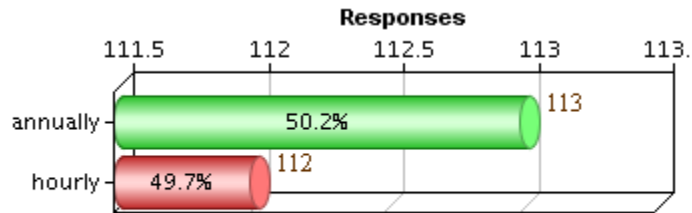
## PLEASE CHECK THE SUPPORT AREAS OVER WHICH YOU PROVIDE DIRECT SUPERVISION:



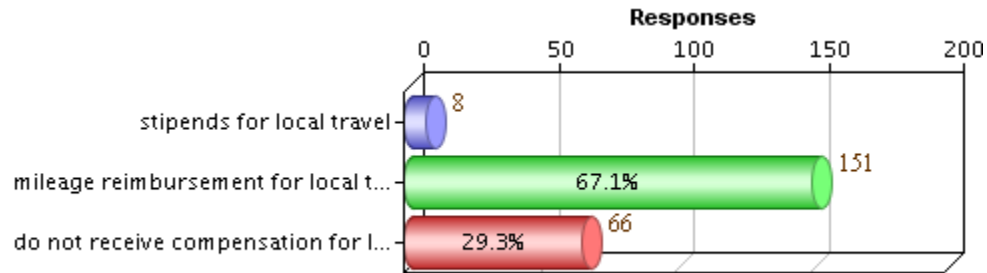
## ARE YOU ELIGIBLE FOR OVERTIME?



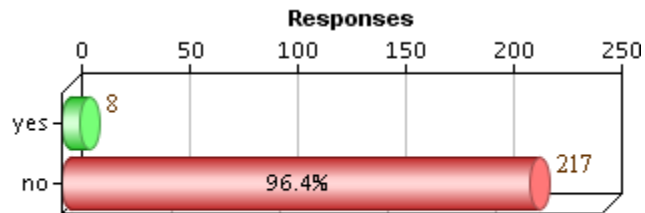
## ARE YOU PAID AN ANNUAL SALARY OR ARE YOU PAID HOURLY?



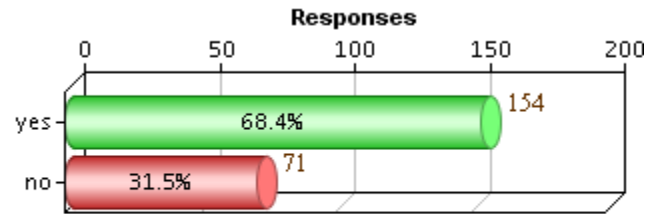
## DO YOU RECEIVE MILEAGE FOR:



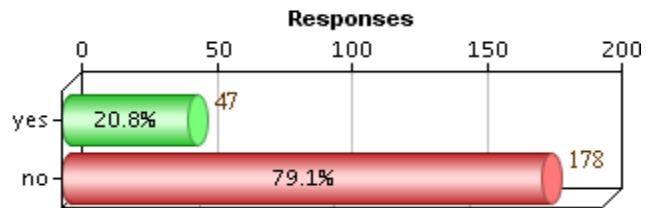
## ARE YOU A CO-OP CLERK?



**DO YOU HAVE A BUDGET FOR PROFESSIONAL DEVELOPMENT FOR ATTENDING WORKSHOPS?**



**DO YOU PLAN TO RETIRE WITHIN THE NEXT 5 YEARS?**



**MASBO would like to thank all of you that participated in this survey.**