



## MEMORANDUM

**TO:** Members of the Suffolk City School Board

**FROM:** Dr. John B. Gordon III, *Superintendent*  
Dr. Rodney J. Brown, *Chief of Administrative Services*

**RE:** *Personnel Report*

**DATE:** June 1, 2022

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### **RESIGNATIONS**

Fifty (50) resignations which include thirty-seven (37) instructional employees. They include 34 teachers, 1 administrator, 1 coach and one medical assistant instructor; and thirteen (13) non-instructional employees. Of those 50 resignations, there are 10 retirees.

### **JOB ABATEMENT**

One Food and Nutrition Associate.

### **INSTRUCTIONAL HIRES**

Seven (7) teachers and one media specialist.

### **NON-INSTRUCTIONAL HIRES**

Two (2) administrative assistants, one accounting technician, two (2) custodians, one safety monitor, two (2) teacher assistants, and one technology technician.

### **SUBSTITUTE PERSONNEL**

Two (2) bus drivers, six (6) teachers, and two (2) teacher assistants.

### **EXTRA SUPPLEMENTS/STIPENDS**

- Two (2) substitute bus driver trainee to receive stipends in the amount of \$300.00 for full or partial trainings. (First payment).
- Seventeen (17) staff members to receive \$200 stipends for managing the website for the school for the second semester of the 2021-22 school year. Ten (10) staff members to receive \$100 stipends for sharing the responsibility of managing the websites also.
- One school personnel to receive compensation for providing service for the 2022 High School Summer Bridge Program at Nansemond River High School from July 5 – August 4, 2022 at the rate of \$36 per hour.

- One school personnel to receive compensation for serving as a Special Education Support Administrator starting May 26, 2022 until a date to be determined at a rate of \$62.71 per hour.
- Thirteen (13) teachers to receive compensation for serving as home education services teachers for the remainder of the 2021-22 school year at a rate of \$31.50 per hour at various schools.
- Ninety-two (92) teachers and support staff to receive extended dismissal duty stipends of \$40 per day for teachers and \$20 per day for support staff at all Elementary Schools, Florence Glenn Middle, John Yeate's Middle, King's Fork High, and Lakeland High Schools.
- Nineteen staff members to receive a stipend of \$1200 for producing the elementary school yearbook for various schools.
- One school employee to serve as the Acting Cafeteria Manager from April 18 to June 17, 2022 to replace an employee out on FMLA at Kings' Fork High school at the rate of \$16.53 per hour.
- One school employee to serve as acting Cafeteria Manager from May 5 to June 17, 2022 at Mack Benn Jr. Elementary School at the rage of \$15.73 per hour.
- One school employee to receive compensation for transitioning into his role of Chief of Schools prior to his official start date at a rate of \$567.78+FICA per day on May 13<sup>th</sup>, May 19<sup>th</sup> and May 25<sup>th</sup>, 2022.
- One school employee to receive compensation for teaching an extra section of the skill support class for the remainder of the 202-2022 school year effective April 25, 2022 at the rate of 1/7<sup>th</sup> of their individual contracted pay at Nansemond River High School.
- Fifty-seven (57) school bus drivers and aides to receive a \$150 perfect attendance incentive.
- Nine (9) teachers and six (6) paraprofessionals to receive compensation for providing after school tutoring at Creekside Elementary school from April 2022 through June 2022. Teachers will be compensated at \$31.50 per hour and paraprofessionals at their hourly rate of pay.
- Two (2) employees to provide ELL support during the 2021-22 school year and be compensated at the rate of \$31.50 per hour.
- Seven teachers to receive a \$5000 stipend from a Grants Awards as a recruitment incentive for Public Education.
- Seventeen (17) teachers to receive compensation for after-school tutoring (SOL) at Col Fred Cherry Middle School for the 2021-2022 school year at the rate of \$47.25 per hour.

- Five (5) middle school coaches to receive \$100 stipend per game for coaching field hockey games during the 2021-22 school year.
- Two (2) middle school officials to receive a stipend of \$45 per game for officiating field hockey games during the 2021-22 school year.
- Fifteen (15) lawn maintenance workers to receive compensation at the rate indicated in the approved budget.
- One teacher to receive compensation for serving as homebound instructor at Nansemond River High School for the 2021-2022 school year at the rate of \$31.50 per hour.
- Three (3) teachers to receive compensation for administering SOL tests to virtual medical homebound students after-school at Kings Fork High, Nansemond River High and Lakeland High Schools for the 2021-22 school year at the hourly rate of \$26.40 per hour.
- Nine (9) employees to receive compensation for serving as tutors in the SPS Algebra Readiness Program for the remainder of the 2021-22 school year at the rate of \$31.50 per hour at King's Fork Middle School.
- One teacher to receive compensation as a Par-Time Adult Education English Language Acquisition (ELA) teacher at the College and Career Academy at Prudent for the remainder of the 2021-22 school year at the rate of \$26.40 per hour.
- Approval of all school personnel as listed for Suffolk Public Schools during the 2022-2023 fiscal school year.
- Six (6) recommendations - one Principal and five Assistant Principals.