



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 for December 2023 School Board Meeting*

DATE: December 7, 2023

RESIGNATIONS

Sixteen (16) resignations which include six (6) instructional employees and ten (10) non-instructional employees. The instructional employees include two (2) School Counselor, and four (4) Teachers. Of those sixteen (16) resignations, there are three (3) retirees.

JOB ABATEMENTS

One (1) Food & Nutrition Associate.

INSTRUCTIONAL HIRES

Two (2) Teachers, and one (1) NJROTC Instructor.

NON-INSTRUCTIONAL HIRES

Two (2) Bus Drivers, three (3) Custodians, one (1) School Assessment/Counseling Assistant, and nine (9) Teachers Assistants.

PART-TIME PERSONNEL

One (1) Admissions Clerk

SUBSTITUTE PERSONNEL

One (1) Bus Driver Aide, three (3) Bus Drivers Trainees, one (1) Interpreter, nine (9) Teachers, and six (6) Teacher Assistants.

EXTRA SUPPLEMENTS/STIPENDS

- Three (3) **substitute bus driver trainees** to receive a stipend of \$300 for full/partial training, and one (1) to receive two stipends of \$150 for full/partial training.
- Four hundred and seventy-two (472) school personnel to receive compensation for serving as

tutoring personnel for the SPS Secondary All-Inn After School Tutoring Program for the 2023-24 school year. Building site coordinators will receive \$400 per week and all others will be compensated at \$50 per hour.

- Six hundred and sixty-seven (667) school personnel to receive compensation for serving as tutoring personnel for the SPS Secondary All-Inn After School Tutoring Program for the 2023-24 school year. Building site coordinators will receive \$400 per week and all others will be compensated at \$50 per hour.
- Thirteen (13) coaches/assistants for boys and girls winter sports to receive compensation as per 2023-24 published classification and compensation plan for salary supplements at King's Fork High School.
- Sixty-six (66) school personnel to receive compensation for serving in the SPS Saturday Academy elementary and secondary sessions on October 28, 2023 ranging from \$125 - \$650.
- Forty-seven (47) bus drivers and aides to receive an \$150 incentive bonus for perfect attendance during the month of October 2023.
- Fifteen (15) coaches/assistants for boys and girls winter sports to receive compensation as per 2023-24 published classification and compensation plan for salary supplements at Nansemond River High School.
- One (1) school personnel to receive compensation for working the 6th grade transition program at King's Fork Middle School on August 14th & 16th, 2023 at a rate of \$31.50 per hour.
- Five (5) school personnel to receive compensation for teaching Z-Block at Lakeland High School for the 1st semester of the 23-24 school year at a rate of \$31.50 per hour.
- Twenty-nine (29) coaches to receive stipends for coaching fall 2023 middle school sports ranging from \$100 to \$800 each.
- Eleven (11) Administrators, Academic Coaches and Teachers to receive compensation for serving as the site coordinator of the building's tutoring program held from October 23 – November 3, 2023 ranging from \$400 - \$800 each.
- Eleven (11) teacher assistants to be designated as computer science facilitators and receive pay band GG for the 2023-24 school year.
- One (1) school personnel to receive compensation for teaching Z-Block at Turlington Woods School for the 1st semester of the 23-24 school year at a rate of \$31.50 per hour.
- Five (5) Assistant Directors of Student Activities to receive a \$1500 stipend for the 1st semester of the 2023-24 school year.
- Seventy-three (73) school personnel to receive compensation for serving in the SPS Saturday Academy elementary and secondary sessions on November 18, 2023 ranging from \$125 -

\$650.

- One (1) Teacher Assistant to receive a medical leave of absence from November 1, 2023 – August, 2024.