



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: August 1, 2022

RESIGNATIONS

Nineteen (19) resignations which include ten (10) instructional employees. The instructional employees include nine (9) teachers, and one media specialist. Of those nineteen (19) resignations, there are two (2) retirees. There are also nine (9) non-instructional employees resigning.

INSTRUCTIONAL HIRES

Sixty-four (64) teachers, one School Counselor, one SPED Liaison, one History/SS Instructional Specialist, and one Dean of Students.

NON-INSTRUCTIONAL HIRES

One custodian, three (3) safety monitors, two (2) occupational therapist, and seven (7) teacher assistants.

SUBSTITUTE PERSONNEL

Four (4) bus drivers, four (4) teachers, and one teacher assistants.

EXTRA SUPPLEMENTS/STIPENDS

- Two (2) school employees to receive compensation for attending the Principals' Tier I Boot Camp Summer Session at Col. Fred Cherry Middle at the rate of \$31.50 per hour.
- Seven teachers and support staff to receive extended dismissal duty stipends of \$40 per day for teachers and \$20 per day for support staff at Hillpoint Elementary School.
- Twenty-four (24) school personnel to receive extra duty supplements for clubs and organizations at King's Fork High, Lakeland High, and Nansemond River High schools. Ten to receive \$100 and fourteen to receive \$200.
- Correction to combine the position of the Executive Assistant of the Superintendent salary and the School Board Clerk stipend retroactive effective July 1, 2021 which was not corrected and reported to VRS.

- Correct to 2021-2022 personnel pay change from pay band NN to RR to put in line with the salary experience of the employee.
- Eighteen (18) school personnel to receive compensation for providing service for the 2022 Summer Standards of Learning and WorkKeys testing administration at the rate of \$31.50 per hour.
- One school employee to receive a \$3000 stipend for expanded duties as the Coordinator of Science Instruction.
- One substitute bus driver trainee to receive a first stipend of \$300 for full or partial training.
- One substitute bus driver trainee to receive two partial stipends of \$300 for full or partial training.
- Nine (9) academic coaches to receive compensation for attending the Principals' Tier I Boot Camp Summer Session at Col. Fred Cheri Middle School at the rate of \$31.50 per hour.
- Forty-four (44) school personnel to receive compensation for providing service for the 2022 Middle School Summer School program at John Yeates Middle school at their individual hourly rates.