



Ronnie N. Terry, Chair – Blue Ridge District  
James D. Morse, Vice Chair – Smith River District  
Kandy Burnett – Dan River District  
Michelle Day – Mayo River District  
Annie H. Hylton – Peters Creek District  
Dr. William D. Sroufe, Division Superintendent

November 18, 2017

Mrs. Nancy Carlson  
Patrick County High School  
215 Cougar Lane  
Stuart, VA 24171

Mrs. Carlson,

*Please see the information is in response to some of the items brought to the school boards attention.*

#1a: The first item to note is related to the retirement of a former central office administrator and her being replaced by three people. The administrator retired from the school system during the 2015-2016 school year; however, Dr. Williams and Mrs. Cassell were already assigned to the Central Office. The retiree's job duties were assigned to another central office administrator for the remainder of the 2015-2016 school year. Mrs. Brown applied and was selected for the open position at central office at the beginning of the 2016-2017 school year; therefore, no additional position was created. Due to these moves, there was an actual budgeted decrease in salaries of \$4,766 (not an increase on \$155,000 as stated by N. Carlson).

#1b: The next item of note is the amount of budgeted salaries for people assigned to the central office. The budgeted salaries for central office people in 2015-2016 was \$779,785. The budgeted salaries for people in the central office in 2016-2017 was \$801,204 so there was an increase of \$21,419 which includes a 2% raise (not \$106,000 as stated by N. Carlson).

#2: In regards to the salaries paid to the School Board members, School Board members are paid the same amount as the Supervisors. A few years ago, the Board of Supervisors voted to lower their pay and the school system followed, also lowering the pay for the School Board members. In short, the School Board member's pay matches that of the Board of Supervisors and as adjustments are made by the Board of Supervisors, adjustments are made by the School Board.

#3: Sixteen educators (teachers & administrators) visited Malibu Elementary School in Virginia Beach during January 2017 to observe small group reading instruction for a full



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school day. The team stayed one night. (N. Carlson incorrectly reported that 16 people attended a 3 day conference in Virginia Beach last November.)

#3: The travel cost for the six administrators at the central office in 2015-2016 was \$12,711.85 and for 2016-2017 it was \$23,965.84. This represents an increase of 88.5%. (N. Carlson incorrectly reported over \$28,000.)

#3: N. Carlson incorrectly reported that the room rate at a instructional technology conference in Baltimore, Maryland was between \$348 and \$478 per night. The actual room rate paid by the participants was \$185.06 per night including tax.

#3: There was also a question of why another central office administrator attended a conference on school law. Changes and updates related to school law is a responsibility of all school administrators. Legislation updates regarding graduation requirements, SOL assessment regulations, discipline, and standards of accreditation are presented during school law conferences.

#3: In regards to the summer retreat at Radford, the school system has been holding a retreat in the summer for 10+ years. While Radford may seem like driving distance, there are times that attendees meet and work into the evening. In this case, the last session was scheduled to start at 6:00pm. Retreats are a time that the goals of the school division are discussed, a direction is developed, and key leaders can be trained on initiatives of the school division. As part of the total 2016-2017 retreat costs (\$11,989), the two guest speakers were paid \$6800 using federal money that was appropriated for staff development. The overall attendee cost for the retreats decreased from 2015-2016 (\$5,715) to 2016-2017 (\$5,189).

#3: Mrs. Carlson inaccurately reported that someone from the central office spent \$250 on a hotel. The amount reported was the amount estimated for the expense, but the actual cost was \$113.10. It was also reported that the same person submitted a hotel bill for a conference in Blacksburg for \$240. The actual cost for the hotel was \$210.60 and this bill included 2 nights.

#4: Hourly wages of school employees

Today, at the federal minimum wage of \$7.25 per hour, working 40 hours per week, 52 weeks per year yields an annual income of only \$15,080. If the federal minimum wage



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were raised to \$11.82 per hour, it would bring a minimum-wage income back above the poverty line for a family of four. (N. Carlson noted the 2017 federal poverty rate for annual income of \$24,600.)

Administrative Assistants	\$11.93 - \$17.00 per hour for 260 days (7.5 hrs/day)
Bus Drivers	\$12.59 - \$18.02 per hour for 180 days (5 hrs/day)
Cafeteria - Level III	\$11.80 - \$15.60 per hour for 190 days (8 hrs/day)
Cafeteria - Level IV	\$12.44 - \$16.43 per hour for 190 days (8 hrs/day)
Cafeteria - Level V	\$12.93 - \$17.06 per hour for 190 days (8 hrs/day)
Custodians	\$9.64 - \$13.19 per hour for 260 days (8 hrs/day)
CNA	\$10.60 - \$15.33 per hour for 200 days/40 weeks (6.5 hrs/day)
LPN	\$16.45 - \$21.37 per hour for 200 days/40 weeks (6.5 hrs/day)
Teacher Assistant (non-certificated)	\$10.77 - \$16.82 per hour for 200 days/40 weeks (6.5 hrs/day)
Teacher Assistant (certificated)	\$12.41 - \$18.20 per hour for 200 days/40 weeks (6.5 hrs/day)

Ronnie N. Terry  
 Patrick County School Board, Chairman