

DIVISION OF TEACHER EDUCATION AND LICENSURE
 VIRGINIA DEPARTMENT OF EDUCATION
 P. O. BOX 2120
 RICHMOND, VA 23218-2120

**Survey on Estimated Supplemental Compensation for
 Public School Personnel Called to Active Military Duty**

NAME OF SCHOOL DIVISION: _____

NAME OF INDIVIDUAL COMPLETING FORM: _____

TELEPHONE NUMBER: _____ E-MAIL ADDRESS: _____

- 1. Does your school division have a policy for supplemental pay for employees called to active duty? Yes _____ No _____ (If yes, attach copy.)
- 2. During the 2002-03 and the 2003-04 school years, did you have any personnel called to active military duty? Yes _____ No _____
 If no, you have completed the survey. If yes, please continue and complete the following:

| EMPLOYEE CATEGORY | 2002-2003 SCHOOL YEAR | | | | 2003-2004 SCHOOL YEAR | | | |
|---|--|--|---|---|--|--|---|---|
| | (Column 1) Number of Employees Deployed | (Column 2) Number of Employees Deployed in Column 1 who Would Have Been Eligible for Supplement | (Column 3) Average Cost of Pay Supplement Per Employee | (Column 4) Average Annual Cost of Supplemental Pay (Column 2 x Column 3 = Column 4) | (Column 5) Number of Employees Deployed | (Column 6) Number of Employees Deployed in Column 1 who Would Have Been Eligible for Supplement | (Column 7) Average Cost of Pay Supplement Per Employee | (Column 8) Average Annual Cost of Supplemental Pay (Column 6 x Column 7 = Column 8) |
| ADMINISTRATORS (Includes principals, asst. principals, and school division central office personnel) | | | | | | | | |
| TEACHERS (Includes teachers, librarians, pupil personnel services) | | | | | | | | |
| ADMINISTRATIVE SUPPORT/CLERICAL | | | | | | | | |
| PARAPROFESSIONALS | | | | | | | | |
| OTHER (Includes positions such as janitorial services, bus drivers, cafeteria workers) | | | | | | | | |
| TOTAL | | | | | | | | |

Please mail or fax the survey to Patty Pitts no later than July 13, 2004. The fax number is 804/786-6759.