



CHARLOTTESVILLE CITY SCHOOLS

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SUPPORTIVE INFORMATION SHEET CHARLOTTESVILLE CITY SCHOOL BOARD

DATE:	April 16, 2026
SUBJECT:	Action - FY 2026 Bonus Payment - Renee Hoover
BACKGROUND INFORMATION:	<p>Renee Hoover, Director of Finance, presented information to the School Board on March 31, 2026 regarding a proposed fiscal year 2026 bonus for employees. The Board is now being asked for action.</p> <p>Under Chapter 7 of the 2026 Acts of Assembly, the state has authorized \$117.6 million from the general fund for fiscal year 2026 to provide the state's share of \$1,500 bonus payments for SOQ instructional and support staff across school divisions, Academic Year Governor's Schools, and Regional Alternative Education Programs. These funds, which must be disbursed by the Virginia Department of Education (VDOE) by June 1, 2026, are calculated based on SOQ-funded positions or recently reported staffing data. School divisions are required to submit certification to VDOE by May 1, 2026, to receive a state payment. A local match is required to fully fund the bonus.</p> <p>Charlottesville City Schools (CCS) currently has 880.61 full-time equivalent (FTE) instructional and support positions, including administration, custodial, and nutrition workers. The total cost of providing the bonus is \$1,421,965. The state's share for CCS is \$172,840, representing 12.15% of the total cost. The required local match to fund the bonus to all employees is \$1,249,125.</p> <p>The local share of the bonus is proposed to be funded using fiscal year-end resources and/or fund balance, as needed. The balance in CCS's fund balance at the end of June 30, 2025, is \$10,655,333. Fund balance is intended to support one-time expenses and to address fluctuations in state revenue. Given the one-time nature and timing of this state-funded bonus initiative, the use of fund balance is both appropriate and consistent with its intended purpose, ensuring equitable distribution of the bonus to all staff.</p> <p>Bonus payments of \$1,500, plus the employer's share for social security and medicaid taxes, will be prorated based on each employee's FTE status, as follows:</p> <p style="text-align: center;">1.00 FTE: \$1,500 before taxes .75 FTE: \$1,125 before taxes .50 FTE: \$ 750 before taxes .25 FTE: \$ 375 before taxes (includes daily permanent hourly staff such as crossing guards)</p>

	<p>Employees' Eligibility Requirements:</p> <ul style="list-style-type: none"> ● Must have been hired on or before March 27, 2026. ● Must be employed on the last day of school (May 29, 2026) and return for the first contract day of the 2026-2027 school year (August 3, 2026 - August 12, 2026). ● Employees who receive the bonus and do not return for the 2026-2027 school year will have the bonus amount deducted from their FY 2026 contract payout or will be required to reimburse the division. <p>Bonus payments will be issued on Wednesday, June 18, 2026, and will be subject to all applicable payroll taxes, in accordance with Internal Revenue Service (IRS) regulations for supplemental wages.</p>
STRATEGIC PLAN:	The proposed bonus is aligned with Strategic Plan Priority 3: Support our Staff, as it supports employee retention and advances the division's commitment to the well-being of all staff.
RECOMMENDATION:	The Superintendent recommends that state funds, in combination fiscal year-end funds and fund balance, be used to provide a bonus to all eligible employees, as authorized under Chapter 7 of the 2026 Acts of Assembly.
ACTION REQUIRED:	Approve the use of \$1,421,965 from state revenue, fund balance, and fiscal year end funding to provide a prorated bonus of up to \$1,500, based on employee's FTE, to all eligible employees.
CONTACT PERSON(S):	Renee Hoover, Director of Finance