# Superintendent’s Memo #054-19

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: March 4, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Fiscal Year 2020 Compensation Supplement Excel Calculator for School Divisions

The 2019 General Assembly adopted two actions related to the Compensation Supplement funding in fiscal year 2020. The first is a 3.0 percent Compensation Supplement based on an effective date of July 1, 2019. The second is a 2.0 percent Compensation Supplement based on an effective date of September 1, 2019. For more information on these actions, please refer to [Superintendent’s Memorandum #051-19](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/051-19.docx).

The General Assembly budget calculation template that was released in connection with Superintendent’s Memorandum #051-19 displays the full state entitlement for both Compensation Supplement actions in fiscal year 2020. A flexibility provision for the 2.0 percent Compensation Supplement effective September 1, 2019, allows for partial state funding for divisions that provide greater than a 3.0 percent local salary increase, but less than 5.0 percent.

The Virginia Department of Education’s Budget Office has developed a calculation template in Excel for school divisions to enter their local salary increases to generate an estimate of state funding for the Compensation Supplement in fiscal year 2020. Users can select their school division from a drop-down menu and enter local salary increases provided in fiscal year 2019 in one cell and fiscal year 2020 salary increases provided by September 1, 2019, in another cell. The template will provide estimates of state funding for the Compensation Supplement in fiscal year 2020 based on whether a school division’s actions meet the eligibility for the 3.0 percent Compensation Supplement during the 2018-2020 biennium and whether a school division receives full or partial funding for the 2.0 percent Compensation Supplement effective September 1, 2019.

All calculations are based upon the state entitlement from the amendments adopted by the 2019 General Assembly to the Governor’s amended 2018-2020 biennial budget. These estimates are also based upon the current projection of March 31, 2020 average daily membership (ADM).

Questions regarding the fiscal year 2020 Compensation Supplement and the Excel calculation template may be directed to Kent Dickey, Deputy Superintendent of Budget, Finance, and Operations, or budget office staff at (804) 225-2025 or by email at [DOEBUDGETOFFICE@doe.virginia.gov](mailto:DOEBUDGETOFFICE@doe.virginia.gov).

JFL/eml

Attachments

A: Fiscal Year 2020 Compensation Supplement Excel Calculator (XLSX) [REVISED: This attachment has been revised per [Superintendent’s Memo #082-19](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/082-19.docx). Please refer to that memo and attachment for the updated information.]