Essex County Public Schools
P.O. Box 756
Tappahannock, Virginia 22560
804-443-4366
804-443-4498 (fax)
www.essex.k12.va.us

Human Resources

March 18, 2025

Dr. Harry R. Thomas, III
6456 Hawkeye Drive
King George, Va. 22485

Re: Administrative Leave with Pay Pending Results of Investigation/Recoupment of Payout Funds from March 26, 2024.

Dear Dr. Thomas:

This letter serves as a formal follow-up to the verbal notification provided on March 17, 2025, regarding your placement on Administrative Leave with pay as the Division Superintendent of Essex County Public Schools. During our meeting on March 17, 2025, we explained that your Administrative Leave would remain with pay pending the outcome of an ongoing investigation.

However, it has come to our attention that an unauthorized vacation leave payout of $22,176.60 was issued to you on March 26, 2024. As a result, the Board will be recouping this amount over the next two pay periods.

Should you have any questions, please contact Ms. Sara Brinson, Human Resources Generalist, at (804) 443-3259.

Sincerely,

Garlyn Bundy
Board Chairperson
Essex County Public Schools