



SIMPSON COUNTY BOARD OF EDUCATION

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FRANKLIN, KENTUCKY 42134

TIM SCHLOSSER
SUPERINTENDENT

MEMO

To: Board of Education

From: Dr. Milli McIntosh

Topic: LES Emergency Certification for Special Ed. (MSD) Teacher

Date: August 24, 2023

Gracie Capshaw has been hired as a Special Education (MSD) teacher at Lincoln Elementary. She currently holds a Special Education (LBD) and a Primary-5 teaching certification; she is enrolled in a Teacher Leader Program at Georgetown University which, upon completion, will certify her to teach Special Education (MSD).

To ensure compliance, we are requesting that the Board declare the need to emergency certify Miss Capshaw to teach Special Education (MSD) at Lincoln Elementary for the 2023-24 school year.