



## Bullitt County Public Schools

1040 Highway 44 East  
Shepherdsville, Kentucky 40165

502-869-8000  
Fax 502-869-8019  
www.bullittschools.org

### MEMORANDUM

TO: Mr. Jesse Bacon, Superintendent  
Ms. Becky Sexton, Assistant Superintendent for Support Services

FROM: Jennifer Wooley, Director of Human Resources

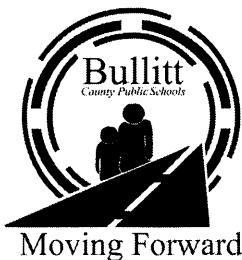
DATE: July 23, 2018

RE: Student Learning Department Request for Additional Staff ~ July Board Agenda

Please see the attached information regarding the request to add an additional half-time instructional coach to be placed at Nichols Elementary School. Funding is available for the additional position in the Title 1 allocations for the district and Nichols Elementary.

If you need additional information, please let me know. If you are in agreement, I will notify Ms. Usher to proceed with filling the position.

Attachment:  
Memo from Ms. Usher




## Bullitt County Public Schools

1040 Highway 44 East  
Shepherdsville, Kentucky 40165

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[www.bullittschools.org](http://www.bullittschools.org)

TO: Jennifer Wooley, Director of Human Resources

FROM: Adrienne Usher, Assistant Superintendent for Student Learning 

RE: New Half-Time Elementary Instructional Coach Position

DATE: June 7, 2018

Instructional coaches are an essential component of our district student learning team because of the instruction and assessment support they provide our teachers and principals, but also their impact on our students and their learning. I am requesting approval of a new half-time instructional coach position that will be specifically for Nichols Elementary. Title 1 funds allocated to Nichols Elementary for the 2018-2019 school year and district Title 1 funds will be used to share the funding for this position. This half-time position will be rehired yearly based on availability funding through school and district Title 1 funds. This position will provide consistent equity and access for the teachers and students at Nichols Elementary to an instructional coach that will serve the school and provide/promote district instructional work as well. The position will report to the principal at Nichols Elementary and the Assistant Superintendent for Learning for evaluation purposes. Approval is requested for a half-time instructional coach position at Nichols Elementary.



**NICHOLS ELEMENTARY SCHOOL**  
**10665 HWY 44W**  
**WEST POINT, KY 40177**  
PHONE: 502-869-2600  
FAX: 502-922-3372

Received  
7/10/18  
JW  
For 2018-19  
school  
year

**Anne Marie Landry, Principal**  
**Lauren Clark, Counselor**

**Stacey McNames, Secretary**  
**Sarah Connor, Attendance Clerk**

MEMORANDUM

To: Jennifer Wooley

From: Anne Marie Landry, Nichols Elementary Principal *AmL*

Date: July 10, 2018

RE: Additional NES Position - Half-time Instructional Coach

In keeping with the Bullitt County focus on Professional Learning Communities and Instructional Leadership Teams, we are seeking to add a half-time instructional coach position for Nichols Elementary. In the past, two instructional coaches were pulled for one day each to come to Nichols as the instructional coach. This practice did not facilitate relationship building, teamwork, and effective PLCs at Nichols or at the schools from which the instructional coaches were pulled.

The SBDM committee has agreed that spending a portion of the Nichols Title I funds on this new position is a prudent and productive use of Title I funds. An instructional coach that is present every day will have a positive impact on PLCs, teacher performance and in turn, on student learning.