



Bullitt County Public Schools

1040 Highway 44 East
Shepherdsville, Kentucky 40165

502-869-8000
Fax 502-543-3608
www.bullittschools.org

MEMORANDUM

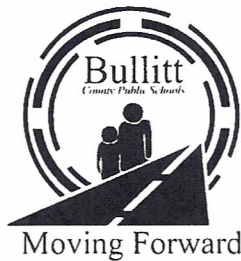
TO: Mr. Jesse Bacon, Superintendent *JB*
Ms. Becky Sexton, Assistant Superintendent for Support Services
FROM: Jennifer Wooley, Director of Human Resources *JW*
DATE: December 7, 2018
RE: December Board Agenda ~ Special Education Request for Additional Staff

Please see the attached information regarding the request to add a special education teacher (LBD) to Roby Elementary School for the 2018-2019 school year only. Funding is available for the additional position in the general budget.

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

Attachment:
Memo from Mr. Kolb

Becky Sexton



Bullitt County Public Schools

1040 Highway 44 East
Shepherdsville, Kentucky 40165

502-869-8000
Fax 502-543-3608
www.bullittschools.org

TO: Jennifer Wooley, Director of Human Resources
Lisa Lewis, Director of Finance
Jesse Bacon, Superintendent

FROM: Troy Kolb, Director of Special Education (TK)

DATE: December 4, 2018

RE: RES Special Education Staffing

The LBD special education teaching staff at Roby Elementary is presently operating at and will soon be above capacity with their caseloads. The following is a synopsis of the teachers and their caseload numbers:

Lois Montgomery oversees 15 students on her caseload.

Susan Lambert oversees 16 students on her caseload.

- A student is projected to qualify for special education services this week. This student will be added to one of the above caseloads, pushing them over capacity.

Mary Beth McCubbins oversees 13 students on her caseload.

There are currently 8 other students who are currently under referral for special education. Five of these students have been referred due to significant behavior needs. Maximum caseload capacity for the above mentioned teachers is 15. RES needs an additional full time teacher to alleviate the overload of students for these caseload managers as well as to meet the intense needs of their students.

When we considered staffing needs in the spring, the projected numbers for RES indicated 25 total LBD special education students for the 2018-2019 school year. This number has now grown to 44, with 8 others in the referral process.

Given the above information, I am requesting an additional full time special education teacher for Roby Elementary School effective for the remainder of this school year. Funding for this position would come from the General Budget.

Please let me know if I can answer any questions regarding this request.