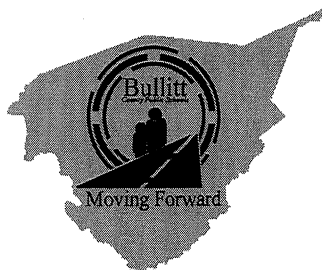



Bullitt County Public Schools


1040 Highway 44 East
Shepherdsville, Kentucky 40165

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At
10-14-2021

TO: Dr. Jesse Bacon, Superintendent 
Althea Hurt, Director of Human Resources

FROM: Adrienne Usher, Assistant Superintendent 

RE: Grow-Your-Own Teaching and Learning Grant Leader Position

DATE: October 14, 2021

BCPS received the Grow-Your-Own Grant from the Kentucky Department of Education (KDE) at the start of the 2021-2022 school year. The funding provided through the grant will be utilized according to the approved grant components and budget by the KDE. The purpose of the grant is to provide additional partnerships and support for our Teaching and Learning Pathway programs at all high schools. In addition, the grant is a partnership with Bellarmine University to provide joint learning experiences for high school students in the Teaching and Learning Pathway at our high schools. The Grow-Your-Own grant budget provides funding for 2 Grow-Your-Own Teaching and Learning Grant Leader stipend positions at \$3500 each. These positions will be funded through the grant and only applicable during the length of the grant. Approval is requested to create 2 Grow-Your-Own Teaching and Learning Grant Leader positions.

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POSITION: Grow-Your-Own Teaching and Learning Grant Leader

POSITION SUMMARY: Plans, organizes, and monitors the Grown-Your-Own grant awarded to Bullitt County Public Schools

QUALIFICATIONS: 1) Kentucky certificate required
2) Experience and such alternatives to the above qualifications as deemed appropriate and acceptable by the Kentucky Professional Standards Board (3) Teaching and Learning Pathway Teacher

TERMS OF EMPLOYMENT: Grow-Your-Own Grant Length

REPORTS TO: Assistant Superintendent and/or Director of College Career and Innovative Programs

SALARY: \$3500 stipend

SUPERVISES: Students

PERFORMANCE RESPONSIBILITIES:

1. Plans and implements all Grown-Your-Own Grant requirements in collaboration with postsecondary/community partners, teachers across the district, school principals, students, parents, etc.
2. Serves as lead for Grow-Your-Own Grant for teaching and learning pathway teachers across the district, coordinating meetings with postsecondary/community partners, and district Teaching and Pathway Teacher Lead
3. Monitors Grow-Your-Own Grant progress on a regular basis and shares information with stakeholders
4. Manages the grant budget effectively; handles all processing of expenditures related to grant budget guidelines
5. Implements Board policies, administrative regulations, school rules governing student life and conduct and develops reasonable rules of classroom behavior and procedure.
6. Takes necessary and reasonable precautions to protect students, equipment, materials and facilities.
7. Maintains accurate, complete and correct records as required by the law and district policy.
8. Demonstrates effective collaboration skills among peers, subordinates, supervisors, students and parents.
9. May be asked to perform health related services for students after receiving appropriate training.

BULLITT COUNTY PUBLIC SCHOOLS

10. Performs any other such duties as designated by the immediate supervisor.

PHYSICAL DEMANDS:

	Seldom/ Rare	Occasional (Up to 1/3 of Work Day)	Frequent (Up to 2/3 to 3/4 of Work Day)	Repetitive (Up to 2/3 of Work Day)
Standing/Walking				✓
Sitting			✓	
Handle/Finger/Feel			✓	
Reach/Push/Pull			✓	
Bend/Stoop/Crouch			✓	
Kneel/Crawl			✓	
Climb/Balance	✓			
Lift/Carry (Check Frequency)				
Up to 10 lbs.			✓	
Up to 20 lbs.			✓	
Up to 50 lbs.		✓		
Up to 100 lbs.	✓			
Over 100 lbs.	✓			

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certified Personnel.

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this job classification. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.

Responsibilities and duties assigned are at the discretion of the supervisor.

Print Name: _____ Date: _____

Signature: _____