




Bullitt County Public Schools

1040 Highway 44 East
Shepherdsville, Kentucky 40165

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

TO: Dr. Jesse Bacon, Superintendent
Ms. Adrienne User, Assistant Superintendent

FROM: Althea Hurt, BCPS Director of Human Resources 

DATE: November 17, 2021

RE: Item for the Nov. Board Meeting - Request to Hire An Instructional Tutor

Ms. Katie Stephens, principal of Bernheim Middle School, would like to hire an Instructional Tutor to help provide literacy instruction as well as create opportunities for small group work. Funding would come from ESSER Learning Forward funds.

Attachment: Memo from Principal Katie Stephens



Bernheim Middle School



700 Audubon Drive, Shepherdsville, KY 40165 (502) 869 – 4000

Katie Stephens - Principal

Jennifer Harrison – Assistant Principal

Amy Bush - Counselor

DATE: November 12, 2021

TO: Ms. Thea Hurt, Director of Human Resources
Ms. Adrienne Usher, Assistant Superintendent

FROM: Katie Stephens, BMS Principal

RE: Instructional Tutor

BMS would like to utilize ESSER learning forward funds to hire an additional Instructional Tutor to help support student learning gains. This individual will work 6.5 hours a day for the remainder of the 2021-2022 school year at 5 days per week. We currently have one instructional tutor assisting students with Math MTSS through a variety of computer based programs. With the addition of a tutor we can support students reading in the content areas as well as create more opportunities for students to work in small groups.

With the challenges of instruction due to the learning gaps caused by the COVID 19 PANDEMIC, this would greatly benefit our students who have fallen behind.

Katie Stephens
Bernhiem Middle School Principal