



Bullitt County Public Schools

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TO: Dr. Jesse Bacon, Superintendent *JB*
Adrienne Usher, Assistant Superintendent

FROM: Althea Hurt, Director of Human Resources *AH*

DATE: April 4, 2022

RE: Item for the APRIL Board Meeting - Request for Summer Student Workers - Clerical

Dr. Hannah Scott, principal at Roby Elementary School, requests to hire two Summer Student Workers (Clerical). The RES SBDM approved this request.

Attachments: Memo from Principal Scott

ROBY ELEMENTARY SCHOOL

INSPIRING THE UNIMAGINABLE



Date: April 1, 2022

To: Ms. Thea Hurt, HR Director

From: Hannah Scott, Principal Roby

Re: Summer Student Worker - Clerical & Custodial

Each summer, we rely on student workers to answer phones and do light clerical work during open hours. I would like to request to create 2 student worker positions utilizing SBDM funds that have approved at the March 29th 2022 SBDM council meeting. The clerical student worker would work 8-12 on Monday-Thursday 3 weeks in June and 3 weeks in July. The custodial support student worker would work 8-12 on Monday - Thursday 2 weeks in June and 2 weeks in July.

The following will be included in the posting, once approved: This position is a short time position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Respectfully,

Hannah Scott, Principal

HANNAH SCOTT, Ed.D.
LEAD CAREGIVER &
PRINCIPAL

BUFFIE DAUBARD,
GUIDANCE COUNSELOR

WHITNEY VOYLES,
INSTRUCTIONAL COACH

MEKAYLA BELCHER,
FAMILY RESOURCE
COORDINATOR

JENNIFER CARRIER,
BOOKKEEPER

HANNAH MOBLEY,
ATTENDANCE &
ENROLLMENT CLERK

KATIE ASHBAUGH,
FRONT OFFICE CLERK

