



# 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 14, 2022

**RE:** Item for the MAY Board Meeting - Request for Summer Student Worker

Ms. Dionna Bickley, Interim Principal at Pleasant Grove Elementary School, requests to hire a Clerical Summer Student Worker. The position will be paid out of SBDM funds.

Attachments: Memo from Interim Principal Dionna Bickley

# *Pleasant Grove Elementary*

6415 Highway 44 East  
Mt. Washington, KY 40047

Dionna Bickley, Principal  
Elizabeth Barnett, Counselor  
Rebecca Johnson, Family Resource

Erica Harbin, Assistant Principal  
Danielle Atcher, Attendance Clerk  
Kim Durbin, Secretary

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Date: April 13, 2022

To: Ms.Thea Hurt, HR Director

From: Dionna Bickley, Interim Principal, Pleasant Grove Elementary

Re: Summer Student Worker - Clerical Assistant

Each summer, we rely on student workers to answer phones during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 1-June 2, June 6 - 9, 13 - 16, 20 - 23 and July 11 - 14, 18 - 21, 25 - 28, 2022. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a summer position utilized to meet 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.

Sincerely,

Dionna Bickley  
Principal