



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: May 11, 2022

RE: Item for the MAY Board Meeting - Request to add an Instruction II Position

Dr. Hannah Scott, Roby Elementary School principal, requests to add an **Instructor II** position to the school's staffing for the 2022-2023 school year. The person will assist in administering assessments, evaluations, and instruction to students. The position will be paid with ESSER and Title I Funds.

Attachments: Memo from Principal Scott

ROBY ELEMENTARY SCHOOL

INSPIRING THE UNIMAGINABLE



Date: May 10, 2022

To: Ms. Thea Hurt, HR Director

From: Hannah Scott, Principal Roby

Re: Instructor II

Each year, we rely on classified staff to assist in the implementation of education programs by providing comprehensive assessments, evaluation, and instruction to meet the needs of students. I would like to request to create an Instructor II position added to our staffing utilizing remaining 21-22 ESSER funds (\$8,166.00) and 22-23 ESSER funds (\$22,884.60). The remaining salary (\$450.61) will be paid with our 22-23 title 1 funds. The Instructor II job description will be utilized for this position. This position will be 6 hours a day and 176 days a year and requires 64 college credit hours.

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

