



JESSE BACON, SUPERINTENDENT
ADRIENNE USHER, ASSISTANT SUPERINTENDENT
BRANDY HOWARD, CHIEF ACADEMIC OFFICER
TROY WOOD, CHIEF OPERATIONS OFFICER

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

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

DATE: April 10, 2023

RE: **Item for the APRIL Board Meeting - Additional 30 minutes for Sped IA Positions - 2023-2024**

Principal Jason Baragary of Shepherdsville Elementary School, requests to add 30 minutes per day to two (2) of the school's instructional assistant positions for the 2023-2024 school year. The rationale is to allow for continued instruction of special education students and assistance for those teachers. Funding will come from ESSER funds.

Attachments:

Memo from Principal Jason Baragary

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



Shepherdsville Elementary School

*527 West Blue Lick Road
Shepherdsville, KY 40165
502-869-7000*

Tina Southwood, Assistant Principal

Jason Baragary, Principal

Lisa Overstreet, Counselor

Date: April 5, 2023

To: Ms. Thea Hurt, HR Director

From: Jason Baragary, Principal, Shepherdsville Elementary

Re: Shepherdsville Elementary - **Clerical Hours**

During the school year Shepherdsville Elementary School (SES) is budgeted clerical/office staff hours based upon enrollment. During the 2022-2023 school year SES utilized SBDM funds to ensure that office personnel could staff the office during all working hours (8:00 AM-4:30 PM). I'm writing to request that SBDM funds be budgeted and and again used to ensure that the number of clerical hours remain the same for the 2023-2024 school year, **an additional 2.5 hours per day**. The projected enrollment for the 2023-2024 school year is nearly identical to the current enrollment at SES and the extra time helps to ensure that our office is staffed to assist families before, during, and after school.

For more information or clarification, please feel free to contact me.