

Center Operations Information

District	Todd County	Center	Todd County FRC
School Year	2024 - 26	Requestor	emily.buis@todd.kyschools.us

Hours of Operation	8:00AM-3:30PM - Monday through Friday. After hours appointments are available, as requested.
Description of Center Site	North Todd Elementary--classroom 111, end of 3rd grade hall beside an outside entrance. Classroom has office and storage combined. South Todd Elementary--office 904, end of Preschool hall, has its own outside entrance and in-school entrance. This office has an outer office, separate conference room, and separate storage space.
Staff Coverage Description	Coordinator at North Todd Elementary 7:30 - 3:30, at minimum 3 days per week, and at South Todd Elementary, 7:30-3:30, 1-2 days per week. Assistant Coordinator at South Todd Elementary 7:30-3:30 3 days per week, at minimum, and at North Todd Elementary 7:30-3:30 1-2 days per week.
School Integration	Coordinator and Assistant serve on PBIS teams in the schools. Coordinator has PLC meetings scheduled each week with admin at North Todd and frequent communication with Admin team at South Todd and sends a bi-monthly report to both SBDM's to update on FRC services and programs. Coordinator also serves on Preschool Partnership team. FRC staff attend school leadership team meetings where applicable.

Center Staff					
Name	Emily Buis	Position/Function	FRC Coordinator	Wage Source	FRC - 100%
Direct Supervisor	Tiffany Wood	Hire Date	07/01/2022	Weekly Hours	40.00
# Days Per Year	240.00	Classified or Certified	Classified		

02/02/2024

Center Operations Information

Name	Pam Wells	Position/Function	Assistant Coordinator	Wage Source	FRC - 75%, Title 1 - 25%
Direct Supervisor	Emily Buis	Hire Date	08/10/1994	Weekly Hours	40.00
# Days Per Year	215.00	Classified or Certified	Classified		