



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 *AH*

DATE: April 8, 2024

RE: **Item for the APRIL Board Meeting - Clerical Hour - BES**

Principal Betty Joe Davis of Brooks Elementary School requests to utilize SBDM funds to pay for an additional 1 daily clerical hour. This will provide support for the attendance clerk and front office staff.

Attachments:
Memo from Principal Davis

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



BROOKS

ELEMENTARY SCHOOL

BETTY JO DAVIS, PRINCIPAL
FIN. BURTON, ASSISTANT PRINCIPAL
TAYLOR HENRY, SCHOOL COUNSELOR

April 8, 2024

I am requesting permission to utilize the following positions which are outside of our district allocation.

- 1 hpd of clerical time
 - Paid for out of Section 6 funds
 - To help support our attendance clerk and front office staff

Thank you for your continued support,

Betty Jo Davis