



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

TO: Dr. Jesse Bacon, Superintendent  
FROM: Dr. Adrienne Usher, Assistant Superintendent  
DATE: June 4, 2024  
RE: THRIVE Academy: New Teacher Induction & Mentoring

*Handwritten signature and date: 6-6-24*

Since the Kentucky Internship Program (KTIP) has been unfunded for several years now, we have instituted a New Teacher Induction Program called THRIVE for the last few years. Due to the positive feedback from past participants through surveys, we would like to continue our new teacher program. We have worked to revise our program for the upcoming year for increased teacher support and provide a more comprehensive mentoring program. This model is based on the work of Dr. Tina Boogren who specializes in the necessary and critical support that new teachers need in their first year to provide a solid foundation into their future years of teaching.

Attached you will find substitute contracts for Terri Lewis and Carrie Compton who will serve as our THRIVE Academy coaches to provide mentoring, support, coaching, and professional learning for teachers with zero years of experience. The total cost of the work is a maximum of \$85,000 for salary, travel, and programming supplies. Approval is requested for the attached, signed substitute contracts to be utilized for the purpose of implementing our THRIVE Academy program.

# *Carrie Compton*

1217 Rockridge Road,

Lexington, KY 40515

*carrie.compton@bullitt.kyschools.us*

## MEMORANDUM OF AGREEMENT FOR *NEW TEACHER* PROFESSIONAL LEARNING SERVICES BETWEEN CARRIE COMPTON & BULLITT COUNTY PUBLIC SCHOOLS

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### **A. Terms of Agreement**

- a. This Agreement beginning July 1, 2024, and ending June 30, 2025 is made by and between Carrie Compton and Bullitt County Public Schools, collectively referred to as "the Parties" and "the Agreement year"
- b. Upon 30 day written notice, with or without cause, BCPS may terminate this agreement
- c. All services must be completed between 7/1/2024 and 06/30/2025.
- d. The Parties acknowledge that Carrie Compton is to deliver services under this Agreement.

### **I. Responsibilities of Carrie Compton**

Carrie Compton agrees to:

- A. Work with Client to determine the agenda, start and end times and materials and equipment needed.

### **II. Responsibilities of Client**

Client agrees to:

- A. Work with Carrie Compton to determine the agenda, start and end times and materials and equipment needed.
- B. Provide space and facilities for presentations
- C. Provide technology equipment needed for Professional Learning Presentations

### **B. Scheduling**

- a. Client is responsible for working with Carrie Compton to map out the year's calendar to ensure dates of service convenient for both parties.

### **C. Fees and Payment**

- a. Client agrees to pay for professional learning services listed on Appendix A plus any additional fees outlined in Appendices B-F of this Agreement

### **D. Services to be Provided and Related Terms**

- a. Services to be provided are listed in Appendix A.
  - i. Professional Learning Services — Terms outlined in Appendix B
  - ii. Travel and Material Expenses — Terms outlined in Appendix C

## Appendix A — Services to be Provided

<b>Outcomes and Goals</b>
Carrie Compton will provide differentiated support as outlined in the BCPS THRIVE Academy plan for teachers with zero years experience up to three years, as needed. Support will include one-on-one coaching, modeling and mentoring through Google Classroom/Inkwire, classroom observations, face-to-face meetings, PD opportunities, and access to best practice resources. All new teacher support will be planned with the BCPS Curriculum, Instruction, and Assessment team to ensure alignment of district expectations. In addition, Carrie Compton will also consult with school level principals and instructional coaches to provide specific school-related teacher development as set forth by the school instructional leadership team.
<b>Logistics and Pricing</b>
<ul style="list-style-type: none"><li>Up to 115 days of consulting services between 7/01/2024 and 6/30/2025 at her state designated daily wage threshold of \$266.21</li></ul>
<b>Travel Expenses</b>
<ul style="list-style-type: none"><li>Travel will be paid up to \$3,000 from 7/01/2024 to 6/30/2025.</li><li>Carrie Compton will provide a travel reimbursement form each month by the last day of the month</li></ul>

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Carrie Compton

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Adrienne Usher, BCPS Assistant Superintendent

## **Appendix B - Onsite Professional Learning Services Terms**

### **A. Responsibilities of Carrie Compton**

Carrie Compton agrees to:

- a. Participate fully in the joint creation, ongoing monitoring and revision of the Professional Learning Plan for each first-year teacher.

### **B. Responsibilities of Client**

Client agrees to:

- a. Participate fully in the joint creation, ongoing monitoring and revision of the Professional Learning Plan for each first-year teacher.

### **C. Delivery and Usage of Services**

- a. Individual meetings with each teacher intern to provide feedback and discuss needed support and resources for next steps.
- b. A Google Classroom will be created and maintained for interns to access resources and submit assignments designed to support new teacher growth.
- c. Consultation with Principals/IC coaches about needed support and resources for interns
- d. Planning and facilitation of Professional Learning based on the needs of new teacher interns

## **Appendix C — Travel and Material Expenses**

### A. Responsibilities of Carrie Compton

Carrie Compton agrees to:

- a. Submit all required mileage reimbursement forms;

### B. Responsibilities of Client

Client agrees to:

- a. Pay for mileage costs outlined on this page.

### C. Travel Policies and Procedures

- a. Mileage is calculated at the same rate dictated by the Bullitt County Board of Education Office.

# *Terri Lewis*

*9302 Artis Way*

*Louisville, KY 40291*

*terri.lewis@bullitt.kyschools.us*

## MEMORANDUM OF AGREEMENT FOR **NEW TEACHER** PROFESSIONAL LEARNING SERVICES BETWEEN TERRI LEWIS & BULLITT COUNTY PUBLIC SCHOOLS

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### **A. Terms of Agreement**

- a. This Agreement beginning July 1, 2024, and ending June 30, 2025 is made by and between Terri Lewis and Bullitt County Public Schools, collectively referred to as "the Parties" and "the Agreement year"
- b. Upon 30 day written notice, with or without cause, BCPS may terminate this agreement
- c. All services must be completed between 7/1/2024 and 06/30/2025.
- d. The Parties acknowledge that Terri Lewis is to deliver services under this Agreement.

### **I. Responsibilities of Carrie Compton**

Terri Lewis agrees to:

- A. Work with Client to determine the agenda, start and end times and materials and equipment needed.

### **II. Responsibilities of Client**

Client agrees to:

- A. Work with Terri Lewis to determine the agenda, start and end times and materials and equipment needed.
- B. Provide space and facilities for presentations
- C. Provide technology equipment needed for Professional Learning Presentations

### **B. Scheduling**

- a. Client is responsible for working with Terri Lewis to map out the year's calendar to ensure dates of service convenient for both parties.

### **C. Fees and Payment**

- a. Client agrees to pay for professional learning services listed on Appendix A plus any additional fees outlined in Appendices B-F of this Agreement

### **D. Services to be Provided and Related Terms**

- a. Services to be provided are listed in Appendix A.
  - i. Professional Learning Services — Terms outlined in Appendix B
  - ii. Travel and Material Expenses — Terms outlined in Appendix C

## Appendix A — Services to be Provided

<b>Outcomes and Goals</b>
Terri Lewis will provide differentiated support as outlined in the BCPS THRIVE Academy plan for teachers with zero years experience up to three years, as needed. Support will include one-on-one coaching, modeling and mentoring through Google Classroom/Inkwire, classroom observations, face-to-face meetings, PD opportunities, and access to best practice resources. All new teacher support will be planned with the BCPS Curriculum, Instruction, and Assessment team to ensure alignment of district expectations. In addition, Terri Lewis will also consult with school level principals and instructional coaches to provide specific school-related teacher development as set forth by the school instructional leadership team.
<b>Logistics and Pricing</b>
<ul style="list-style-type: none"><li>• Up to 130 days of consulting services between 7/01/2024 and 6/30/2025 at her state designated daily wage threshold</li></ul>
<b>Travel Expenses</b>
<ul style="list-style-type: none"><li>• Travel will be paid up to \$1,000 from 7/01/2024 to 6/30/2025.</li><li>• Terri Lewis will provide a travel reimbursement form each month by the last day of the month</li></ul>

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Terri Lewis

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Adrienne Usher, BCPS Assistant Superintendent

## **Appendix B - Onsite Professional Learning Services Terms**

### **A. Responsibilities of Terri Lewis**

Terri Lewis agrees to:

- a. Participate fully in the joint creation, ongoing monitoring and revision of the Professional Learning Plan for each first-year teacher.

### **B. Responsibilities of Client**

Client agrees to:

- a. Participate fully in the joint creation, ongoing monitoring and revision of the Professional Learning Plan for each first-year teacher.

### **C. Delivery and Usage of Services**

- a. Individual meetings with each teacher intern to provide feedback and discuss needed support and resources for next steps.
- b. A Google Classroom will be created and maintained for interns to access resources and submit assignments designed to support new teacher growth.
- c. Consultation with Principals/instructional coaches about needed support and resources for interns
- d. Planning and facilitation of Professional Learning based on the needs of new teacher interns

## **Appendix C — Travel and Material Expenses**

### **A. Responsibilities of Terri Lewis**

Terri Lewis agrees to:

- a. Submit all required mileage reimbursement forms;

### **B. Responsibilities of Client**

Client agrees to:

- a. Pay for mileage costs outlined on this page.

### **C. Travel Policies and Procedures**

- a. Mileage is calculated at the same rate dictated by the Bullitt County Board of Education Office.