



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

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

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

**DATE:** June 6, 2024

**RE:** **Item for the JUNE Board Meeting - Part-time Counselor for HMS**

Chad Foster, principal at Hebron Middle School, requests to add a part-time counselor to the school's staffing for the 2024-2025 school year. Responsibilities will include all counseling duties focusing on students' mental health needs. Funding will come from Title 1 funds.

Attachment: Memo from Principal Chad Foster

**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**



# HEBRON

## MIDDLE SCHOOL

CHAD FOSTER, PRINCIPAL  
JAMIE BALLARD, ASSISTANT PRINCIPAL

To: Althea Hurt; Adrienne Usher

From: Chad Foster

Date: 6/6/24

Regarding: Hiring Request- Part-Time Counseling Position

Hebron Middle School would like permission to hire a part-time counselor for the 2024-2025 school year.

The posting will read the following:

The responsibilities of this position include: All counseling duties with a focus on individual and group mental health needs, 504 and EL - PSP plans.

This position will be funded by:

2024-2025 Title 1 funds. Wage and calculation sheet has been completed. Position will be for approximately no more than 100 days, scheduled appropriately throughout the school year.

Please contact me with any questions or concerns.

Sincerely,

Chad Foster