

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*

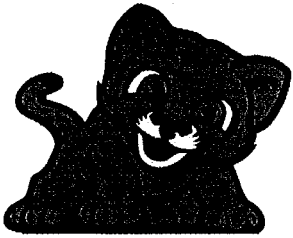
DATE: July 11, 2024

RE: **Item for the AUGUST Board Meeting - Stipend for SBDM Secretary at Roby ES**

Hannah Scott, principal at Roby Elementary School, requests that Section 6 funds be used to pay a \$500 stipend to the school's SBDM secretary. The duties of the SBDM secretary include posting the agenda in advance, recording the meeting minutes, and posting the minutes after the meetings.

Attachment: Memo from Principal Scott

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



Roby Elementary School

HANNAH SCOTT, PRINCIPAL

*Received
7/11/24
@9:51AM*

Date: June 19, 2024

To: Thea Hurt, HR Director

From: Hannah Scott, Principal Roby

Re: Clerical Hours

We currently have an SBDM secretary that volunteers for the role. The duties of the secretary include but are not limited to recording minutes during SBDM meetings, posting the agenda in advance, emailing SBDM members to remind them of the meeting, posting the minutes of the meeting afterwards, sending new policies to our social media coordinator for posting on the website, maintaining updated SBDM binders, etc. We are requesting to continue using section 6 funds to pay a stipend for this extra duty position. Our Section 6 budget was revised at our June 18th SBDM meeting and approved at this meeting. Each year, we may reassess the need for this extra duty position based on our section 6 budgetary needs.

[FY25 Section 6 Budget](#)
[SBDM Agenda/Minutes 6.18.24](#)

Respectfully,

Hannah Scott, Principal