



**BULLITT  
COUNTY  
PUBLIC  
SCHOOLS**

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

TO: Dr. Jesse Bacon, Superintendent *JTB*

FROM: Dr. Adrienne Usher, Assistant Superintendent  
Dr. Amy Compton, Director of Secondary Education *AU*

DATE: September 18, 2024

RE: Professional Coaching Services for Governor's Scholars Program (GSP)

The attached renewal agreement outlines continued support for our high school counselors, GSP student applicants, and their families. This service includes informational sessions, small group assistance, and one-on-one application support. Before last year, we observed a decline in both the number and quality of applications. However, with the aid of this service, we achieved a notable success rate last year: 100% of our applicants were accepted, with only 2 being waitlisted. The total cost for the renewal agreement is \$10,000, which will be funded through the Student Learning Department budget. This has been reviewed by Dinsmore & Shohl, LLP. Approval is requested for the attached MOA services and Bullitt County Public Schools.

**OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE**

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

# Kelly Oliver

211 Whippoorwill Drive  
Glasgow, KY 42141

## MEMORANDUM OF AGREEMENT FOR *Consulting and Support Services for applicants to The GSP* BETWEEN Kelly Oliver & BULLITT COUNTY PUBLIC SCHOOLS

---

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

- a. This Agreement beginning October 1, 2024, and ending June 30, 2025 is made by and between Kelly Oliver, 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 10/01/2024 and 06/30/2025.
- d. The Parties acknowledge that Kelly Oliver is to deliver services under this Agreement.

### **I. Responsibilities of Bullitt County Public Schools**

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 District and School Leaders, GT Coordinator, School Counselors, Students and Families 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
- D. Client will abide by district policies related to communication with students and families using BCPS approved communication methods, such as, BCPS student email addresses, parent permission gained for virtual meetings beforehand, etc.

### **B. Scheduling**

- a. Client is responsible for working with Assistant Superintendent, Director of Secondary Education, and/or GT Coordinator 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 \$10,000.00 for direct student services, professional learning, scoring administration and communications with the GSP, 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.

## Appendix A — Services to be Provided

### Outcomes and Goals

Kelly Oliver will provide comprehensive support for juniors in the Bullitt County School District who are pursuing competitive summer programming through The Governor's Scholar Program. On site services will be provided:

- An orientation of The GSP program, and the requirements involved in the application process
- Informational Parent meetings will follow these orientations in the evening.

As students are developing their application for The GSP, Kelly Oliver will provide:

- one-on-one feedback, application support and edits, as well as assist teachers in the development of effective teacher recommendations.
- These services will be both in person and through zoom during the months of October and November.

Kelly Oliver will provide consultation support to all staff members throughout the Governor's Scholar Screening and review process, in compliance with all of the school and district expectations set forth by the Governor's Scholar Program. Ensuring compliance with deadlines, rubrics, committee assignments, scoring guidelines, and finalist determination, Kelly Oliver will liaise with The Governor's Scholar Program in advocating for the students of the Bullitt County School District. Throughout the month of December, Kelly Oliver will assist GT Coordinator, Assistant Superintendent, and/or Director of Secondary Education in coordinating The GSP required blind scoring, the required assignment of committee members, and assigning numeric value to academic rigor in compliance with The GSP Scoring Rubric.

The goal of the scope of work is to increase the number of submitted applications to GSP and to increase the number of district finalists being accepted to GSP. To do this we will provide support to our students in their application to this highly competitive selection program. We know that Bullitt County Public School students can contribute and thrive in the GSP community and our goal is to increase our representation among the future leaders of Kentucky.

Responsibilities of all parties:

- Communication with students only occurs through school sponsored email
- Virtual meetings with students can only occur with students after parent/guardian permission has been secured in writing and provided to all parties
- Virtual meeting schedules will be shared with parents/guardians and students

\_\_\_\_\_  
Kelly Oliver, GSP Consultant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Adrienne Usher, Assistant Superintendent

\_\_\_\_\_  
Date