


JESSE BACON, SUPERINTENDENT

ADRIENNE USHER, ASSISTANT SUPERINTENDENT

BRANDY HOWARD, CHIEF ACADEMIC OFFICER

TROY WOOD, CHIEF OPERATIONS OFFICER

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

FROM:  Dr. Althea Hurt, Director of Human Resources

DATE: July 9, 2025

RE: Item for the July Board Meeting - Additional Staffing at CGES

James Slaven, principal of Cedar Grove Elementary School, requests to add the following to the school's staffing for the 2025-2026 school year:

1. A **Certified Interventionist for Reading and Math** - This position will be funded for 6 hours per day for a total of 66 days.
2. A **Kindergarten Assistant** - This position will be funded for 5 hours per day for a total of 183 days.
3. An **Instructional Assistant** - The person in this position will collaborate with the two instructional tutors and the reading and math interventionist, focusing on the primary grades. This position will be for 2.25 hours per day for 183 days.
4. Two **(2) additional Team Leaders** - These will focus on coordinating and managing team PLC agendas, managing team activities, and vertical alignment activities

Funding will come from allocated Title 1 funds.

Attachment: Memos from Principal Slaven

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



Cedar Grove Elementary School

1900 Cedar Grove Road
Shepherdsville, KY 40165
(502) 869-3800
FAX (502) 543-3691



James Slaven, Principal
Casey Newberry, Counselor

Teresa Fightmaster, Instr. Coach
Missy Key, Bookkeeper

Date: July 9, 2025

To: Dr. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Re: Certified Interventionist - Title I

We at CGES are seeking to create a position of Certified Interventionist utilizing our Title I funds. This interventionist would be vital in identifying and addressing students' needs in the areas of Reading and Math. Student data would be utilized to create small groups of students who would work with the interventionist in small groups. Activities chosen to intentionally target the students' needs would be used and the student progress would be monitored throughout the school year. .

The position would be funded for 6 hours per day for a total of 66 days for the 2025-2026 school year.

For more information or clarification, please contact James Slaven, the CGES Principal.



Cedar Grove Elementary School

1900 Cedar Grove Road
Shepherdsville, KY 40165
(502) 869-3800
FAX (502) 543-3691



James Slaven, Principal
Casey Newberry, Counselor

Teresa Fightmaster, Instr. Coach
Missy Key, Bookkeeper

Date: July 9, 2025

To: Dr. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Re: Kindergarten Assistant - Title I

We at CGES are seeking to create a position of Kindergarten Assistant utilizing our Title I funds. This assistant would be vital in classroom management support as well as providing instruction to individual or small groups, monitor student progress and help educate and care for an awesome group of Little Vikings.

The position would be funded for 5 hours per day for a total of 183 days for the 2025-2026 school year.

For more information or clarification, please contact James Slaven, the CGES Principal.



Cedar Grove Elementary School

1900 Cedar Grove Road
Shepherdsville, KY 40165
(502) 869-3800
FAX (502) 543-3691



James Slaven, Principal
Casey Newberry, Counselor

Teresa Fightmaster, Instr. Coach
Missy Key, Bookkeeper

Date: July 9, 2025

To: Dr. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Re: Instructional Assistant - Title I

We at CGES are seeking to create a position of Instructional Assistant utilizing our Title I funds. The position would be a 2.25 hour instructional assistant. (183 days) This instructional assistant will collaborate closely with our two instructional tutors and our reading and math interventionist. They will primarily work in a co-teaching setting with classroom teachers, focusing on 1st, 2nd and 3rd grades, and will support Tier 2 students in reading and math. This assistant would be vital in classroom management support as well as providing instruction to individual or small groups, monitor student progress and help educate and care for an awesome group of Viking students.

The position would be funded for 2.25 hours per day for a total of 183 days for the 2025-2026 school year.

For more information or clarification, please contact James Slaven, the CGES Principal.



Cedar Grove Elementary School

1900 Cedar Grove Road
Shepherdsville, KY 40165
(502) 869-3800
FAX (502) 543-3691



James Slaven, Principal
Casey Newberry, Counselor

Teresa Fightmaster, Instr. Coach
Missy Key, Bookkeeper

Date: July 9, 2025

To: Dr. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Re: Team Leaders - Title I

We at CGES are seeking to create 2 Team Leader positions utilizing our Title I funds. Team Leaders are the liaison between administration and grade level teams. The team leaders will meet monthly with the school leadership team to address school needs and create plans to address those needs. Additionally, team leaders will coordinate, manage team activities and events (i.e. field trips, parent conferences, grade-level functions, PLC agendas and vertical articulation activities).

These positions would pay each teacher \$525 for the 2025-2026 school year.

For more information or clarification, please contact James Slaven, the CGES Principal.