

To: Dr. Hurt

From: Stephanie Volpert, Family Resource Center Coordinator

Date: June 16, 2025

Subject: Request for Addition of FRC Assistant Position for FY26

Dear Dr. Hurt,

I am writing to formally request the addition of a **Family Resource Center Assistant** for **Maryville and Overdale Elementary Schools**, funded through the **FY26 FRC grant budget**.

As the needs of our students and families continue to grow, it has become increasingly challenging to meet those needs as a single coordinator serving two schools. A FRC Assistant would significantly enhance the center's ability to:

- Provide timely support to students and families across both schools
- Plan and host events, programs, and distribute resource more efficiently
- Increase the ability for engagement with families and staff in both schools
- Assist with required documentation, data collection, and reporting

This additional support would directly impact our ability to meet the goals outlined in our FRC grant, acquire collaborative partnerships and better serve our school communities. The Advisory Council and I have reviewed the FY26 grant allocation, and the inclusion of this position is financially feasible within the currently approved budget.

Thank you for considering this request. I am happy to provide any additional information or documentation needed.

Sincerely,

Stephanie Volpert

Family Resource Center Coordinator

Maryville & Overdale Elementary 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