



JESSE BACON, SUPERINTENDENT

ADRIENNE USHER, DEPUTY SUPERINTENDENT

BRANDY HOWARD, CHIEF ACADEMIC OFFICER

TROY WOOD, CHIEF OPERATIONS OFFICER

TO: Dr. Jesse Bacon, Superintendent

FROM: Dr. Amy Compton, Director of Secondary Education

RE: Balfour Diploma Contracts for our High Schools

DATE: October 3, 2025

Please find attached the 2025-2026 Balfour Diploma Contract for Bullitt Central High School, Bullitt East High School and North Bullitt High School. This contract is for diplomas and diploma covers for our graduating students.

These contracts have been reviewed by Dinsmore & Shohl LLP, Please approve these contracts at the October Board Meeting.

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

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION

2026 BALFOUR DIPLOMA CONTRACT

(CLASS OF 2025 CONTRACTS THAT ARE EXPIRING)

This Agreement is between American Achievement Corporation and Goins, Becky / 884103

School Name: Bullitt Central High
School Number: 284665
PE Number: 883356

According to this diploma agreement, Balfour agrees to provide diploma inserts and covers, and the sales representative agrees to purchase them, subject to the quantities, specifications and prices specified below. In the event an account is lost or requires specification changes, the sales representative will be billed at 50% of the book net for any stock remaining for this contract.

All price files will expire on the date of the contract expiration date. At that time, orders cannot be processed until a new agreement is submitted to diploma customer service.

If a CPA is required, please submit a copy of your signed agreement with the school to the CFO or CSO for review. You will be notified if the request is approved as submitted, approved with changes or denied. Submitting a sell price below net without an approved CPA will be processed with a negative commission.

Miniature diplomas are on a one year term and will need a miniature diploma order form submitted before any orders can be processed.

Contract Term: 3

Item #	0000136-DF	0025636-C	0062595-DF			
Description	DIPLOMA / TYPE OF SHEET	CVR / 6 X 8	DIPLOMA / BULLITT CO HS			
Contract Qty	1071	1050				
SR Number	4978	18497	24289			
Old Net	3.46	5.88	11.97			
Old Sell	2.75	5.95	11.48			
New Net	3.35	5.88	18.51			
New Sell						

**Diploma Order Processing Fee, Rush Order Fee and Backdated Diploma Fee will apply in addition to the net price.
All orders will incur shipping charges at the customers expense.**

Ship to: 284665
Bullitt Central High
1330 Highway 44 E
Attn: Melissa Williams
Shepherdsville KY 40165

Bill to: 450795
Bullitt Central High School
Attn: Purchasing
1330 Hwy 44 East
Shepherdsville KY 40165

In confirmation of this agreement, representative authorizes Balfour to produce the above order for his account and replaces any previous agreements or specifications for this order.

This agreement is valid 09/01/2025 through 8/31/2028

Signature _____

Date _____

2026 BALFOUR DIPLOMA CONTRACT

(CLASS OF 2025 CONTRACTS THAT ARE EXPIRING)

This Agreement is between American Achievement Corporation and Goins, Becky / 884103

School Name: Bullitt East High

School Number: 284673

PE Number: 888203

According to this diploma agreement, Balfour agrees to provide diploma inserts and covers, and the sales representative agrees to purchase them, subject to the quantities, specifications and prices specified below. In the event an account is lost or requires specification changes, the sales representative will be billed at 50% of the book net for any stock remaining for this contract.

All price files will expire on the date of the contract expiration date. At that time, orders cannot be processed until a new agreement is submitted to diploma customer service.

If a CPA is required, please submit a copy of your signed agreement with the school to the CFO or CSO for review. You will be notified if the request is approved as submitted, approved with changes or denied. Submitting a sell price below net without an approved CPA will be processed with a negative commission.

Miniature diplomas are on a one year term and will need a miniature diploma order form submitted before any orders can be processed.

Contract Term: 3

Item #	0003983-DF	0025638-C				
Description	DIPLOMA / TYPE OF SHEET	CVR / 7 X 9				
Contract Qty	1197	1176				
SR Number	4992	4992				
Old Net	2.95	6.27				
Old Sell	2.57	5.95				
New Net	3.35	7.37				
New Sell						

Diploma Order Processing Fee, Rush Order Fee and Backdated Diploma Fee will apply in addition to the net price. All orders will incur shipping charges at the customers expense.

Ship to:

284673

Bullitt East High
11450 Highway 44 E., Po Box 69
Mount Washington KY 40047

Bill to:

450772

Bullitt East High School
11450 Highway 44 E
Attn: Theresa Williams
Mount Washington KY 40047

In confirmation of this agreement, representative authorizes Balfour to produce the above order for his account and replaces any previous agreements or specifications for this order.

This agreement is valid 09/01/2025 through 8/31/2028

Signature _____

Date _____

2026 BALFOUR DIPLOMA CONTRACT

(CLASS OF 2025 CONTRACTS THAT ARE EXPIRING)

This Agreement is between American Achievement Corporation and Goins, Becky / 884103

School Name: North Bullitt High

School Number: 284670

PE Number: 883386

According to this diploma agreement, Balfour agrees to provide diploma inserts and covers, and the sales representative agrees to purchase them, subject to the quantities, specifications and prices specified below. In the event an account is lost or requires specification changes, the sales representative will be billed at 50% of the book net for any stock remaining for this contract.

All price files will expire on the date of the contract expiration date. At that time, orders cannot be processed until a new agreement is submitted to diploma customer service.

If a CPA is required, please submit a copy of your signed agreement with the school to the CFO or CSO for review. You will be notified if the request is approved as submitted, approved with changes or denied. Submitting a sell price below net without an approved CPA will be processed with a negative commission.

Miniature diplomas are on a one year term and will need a miniature diploma order form submitted before any orders can be processed.

Contract Term: 3

Item #	0006092-DF	0008647-C				
Description	DIPLOMA / TYPE OF SHEET	CVR / 7 x 9				
Contract Qty	960	930				
SR Number	6086	6086				
Old Net	2.54	7.22				
Old Sell	2.75	5.95				
New Net	3.92	7.85				
New Sell						

Diploma Order Processing Fee, Rush Order Fee and Backdated Diploma Fee will apply in addition to the net price. All orders will incur shipping charges at the customers expense.

Ship to: 284670

North Bullitt High School
3200 E. Hebron Lane
Attn: Mary Lambert
Shepherdsville KY 40165

Bill to: 458774

North Bullitt High School
3200 East Hebron Lane
Attn: Christina Becherer
Shepherdsville KY 40165

In confirmation of this agreement, representative authorizes Balfour to produce the above order for his account and replaces any previous agreements or specifications for this order.

This agreement is valid 09/01/2025 through 8/31/2028

Signature _____

Date _____