



LISA LEWIS, DIRECTOR

STEPHANIE BONNETT, ASSISTANT FINANCE OFFICER

FREDA HOLDERMAN, ACCOUNTING SUPERVISOR

DEPARTMENT OF FINANCE

TO: Board Members

FROM: Lisa Lewis, Director of Finance *Lewis*

DATE: October 27, 2025

RE: Sick Leave Payment

In 2023, a retiring employee was issued a payment for accumulated sick leave. Although the district issued a check, the employee returned it so the funds could be deposited into her 403(b). Unfortunately, the funds were not subsequently sent to the account, and the transaction was inadvertently left unresolved.

In October 2025, the former employee contacted our office to address the matter. After reviewing the records, the district worked with the employee and her attorney to reach an agreement that resolves this issue. The settlement ensures the employee receives the amount that should have been contributed in 2023, along with any applicable adjustments.

The settlement has been reviewed by legal counsel and the Superintendent and is in compliance with applicable laws and board policies. The Superintendent and Finance Department recommend that the Board approve the settlement agreement to finalize this matter, and approval of this agreement is requested at this time.

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

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION