



JESSE BACON, SUPERINTENDENT

ADRIENNE USHER, DEPUTY SUPERINTENDENT

BRANDY HOWARD, CHIEF ACADEMIC OFFICER

TROY WOOD, CHIEF OPERATIONS OFFICER

To: Dr. Adrienne Usher, Deputy Superintendent

From: Megan Hatter, Director of Grant Management & Family/Community Programs

Date: November 4, 2025

Re: Consent for approval at the Nov. 24, 2025 Board of Education meeting

Dr. Usher,

This is a request for approval from the Board of Education to offer Millstone Labs, LLC/*Cyber Safe School* program to promote online awareness to students and guardians in the 4th through 8th grades of our north end schools. Our district has utilized *Cyber Safe School* in the past and FRYSC Advisory Councils are again asking for this support. The attached MOU has been reviewed by BCPS legal counsel and clarifies the commitment of informing students and guardians about the dangers of social media. The presenter of the on-site student programs and the online parent programs is Mike Lemon, a retired Bowling Green Police Department Detective who specialized in digital forensic analysis and internet crimes against children.

The program is scheduled for December 2025 and is being offered to BCPS at a discounted rate of \$1,200 per school. The FRYSC that serves the following schools will fund the program: Brooks, Freedom, Overdale, Maryville, Hebron & Zoneton. Millstone Labs, LLC is also including a \$300 valued online Parent Resource, at no cost to the schools or families. Thank you for reviewing this Memorandum of Understanding and supporting the FRYSC mission of eliminating non-academic barriers to student success.

Best regards,

Megan Hatter, Director of Grant Management & Family/Community Programs

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

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION

Memorandum of Understanding

BETWEEN BULLITT COUNTY PUBLIC SCHOOLS AND MILLSTONE LABS, LLC

This Agreement is made as of the 14th day of October 2025 between **Bullitt County Public Schools** (hereinafter referred to as "the School District") and **Millstone Labs, LLC**, conducting Cyber Safe School training, 465 Riverside Benlow Rd, Bowling Green, KY 42101 (hereinafter referred to as "the CONTRACTOR").

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein the Parties agree as follows:

Part A: SCOPE OF WORK, TERM AND COMPENSATION

1. **Services.** The CONTRACTOR shall provide the following Services at the following time(s) and location(s) designated by the School District: Presenter Cyber Safe School to address students in Zoneton Middle School, Hebron Middle, Brooks Elementary, Freedom Elementary, Maryville Elementary, and Overdale Elementary, grades to 4th-8th grade

Services will include 6 student trainings (3 trainings per day, 1 training for each school). Each school will also receive the Online Parent Challenge at no charge.

2. **Compensation.** In consideration of the making of this Contract, the CONTRACTOR agrees to be paid a sum of **\$7,200**, which shall constitute the maximum amount that may be paid to the CONTRACTOR for such services.

In the event of inclement weather or a school emergency, the program can be rescheduled to a mutually agreeable date. Services will be provided by representatives from Millstone Labs, LLC on **December 4th and 5th, 2025**, for the entire school day.

3. **Term of Agreement.** This Contract shall be for a term of one (1) day, beginning on **December 4th, 2025**, and ending on **December 5th, 2025**.
 4. **Additional Requirements.** The School District shall provide a microphone, projector, screen or smart TV with HDMI connections, and reliable internet access for the contractor's use during the presentation.
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PART B. STANDARD TERMS AND CONDITIONS

1. **Process for Payment.** The School District will pay all invoices from the CONTRACTOR within 15 days of the completion of services. Payment is to be mailed to the address notated above.
2. **Confidentiality.** To the extent the services require the CONTRACTOR to receive any confidential student information during the provision of the services, the CONTRACTOR agrees to comply with the requirements of the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. 1232g, et seq. and the regulations promulgated thereunder at 34 C.F.R. Part 99. Regardless of format or medium (e.g., electronic, paper, audio, video), such information is considered confidential and protected by FERPA. Such information shall not be disclosed or shared with any third party by CONTRACTOR, except as permitted by the terms of this Contract to subcontractors whose services are necessary for CONTRACTOR to carry out its services and only then to subcontractors who have agreed to maintain the confidentiality of the data to the same extent required of CONTRACTOR under the terms of this Agreement. CONTRACTOR shall implement, maintain, and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all School District data received from, or on behalf of the district. These measures shall be extended by contract between CONTRACTORS to all subcontractors used by CONTRACTOR who may encounter School District data.
3. **Independent Contractor.** The CONTRACTOR shall be an independent contractor and shall retain control over its employees and agents. CONTRACTOR shall not act as or be the School District's agent, partner or joint ventures. The CONTRACTOR is employed to render the services only as specified in the Agreement, and any payments made by the School District are compensation solely for such services rendered.
4. **Validity.** If any term or condition of this Contract or any application of this Contract shall be determined to be contrary to the laws of the **Commonwealth of Kentucky** or the United States, then such term or condition or application shall not be deemed valid except to the extent permitted by law, but all other terms and conditions or applications shall continue in full force and effect.

Summary

This Memorandum of Understanding outlines the agreement between Bullitt County Public Schools and Millstone Labs, LLC (Cyber Safe School) for services to be provided on December 4th, and 5th, 2025. Millstone Labs, LLC (Cyber Safe School) will present to students at Zoneton Middle School, Hebron Middle, Brooks Elementary, Freedom Elementary, Maryville Elementary, and Overdale Elementary, grades to 4th-8th grade on topics including Social Media and how social media will impact their futures. The agreement details the scope of work, compensation, term, confidentiality, and other standard terms and conditions.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the date first written above.

(1) Millstone Labs, LLC (CONTRACTOR)
(SCHOOL DISTRICT)

Michael Lemon

Signature

Michael Lemon
Printed Name and Title

11/4/2025
Date

(2) Bullitt County Public Schools

Signature

Jesse Bacon Superintendent
Printed Name and Title

11-24-25
Date

