



SIMPSON COUNTY BOARD OF EDUCATION

430 South College Street • Telephone (270) 586-8877 • Fax (270) 586-2011
FRANKLIN, KENTUCKY 42134

TIM SCHLOSSER
SUPERINTENDENT

MEMO

To: Board of Education

From: Dr. Milli McIntosh

Topic: F-S Middle School Emergency Certification for Teacher

Date: November 24, 2025

Kighlee Caudill is currently serving at Franklin-Simpson Middle School as a 6th-grade science teacher. Due to unforeseen circumstances, Mrs. Caudill was unable to gain admission into the Option 6 Program at the University of the Cumberlands as planned. To ensure district compliance and continuity of instruction, we respectfully request that the Board declare the need to emergency certify Mrs. Caudill to teach Science at Franklin-Simpson Middle School for the 2025–2026 school year.