

Center Operations Information

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| District | Todd County | Center | Todd County FRC |
| School Year | 2026 - 28 | Requestor | emily.buis@todd.kyschools.us |

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| Hours of Operation | 8:00AM-3:30PM, Monday through Friday. After-hour appointments are available upon request. |
| Description of Center Site | North Todd Elementary- classroom #111, end of 3rd grade hallway next to an exterior entrance. Classroom has office and storage area combined. South Todd Elementary- office #904, end of Pre-school hallways, has its own outside entrance and in-school entrance. This office has three quadrants; an office space, a conference room, and a storage room with a closet and bathroom. |
| Staff Coverage Description | Coordinator at North Todd Elementary 7:30 - 3:30, at minimum 3 days per week, and at South Todd Elementary, 7:30-3:30, 1-2 days per week. Assistant Coordinator at South Todd Elementary 7:30-3:30 3 days per week, at minimum, and at North Todd Elementary 7:30-3:30 1-2 days per week. |
| School Integration | Coordinator and Assistant serve on PBIS teams in the schools. Coordinator has PLC meetings scheduled each week with admin at North Todd and frequent communication with Admin team at South Todd and sends a bi-monthly report to both SBDM's to update on FRC services and programs. FRC staff attend school leadership team meetings where applicable and carry ongoing communication with the Pre-School team. |

| Center Staff | | | | | |
|--------------------------|--------------|--------------------------------|-----------------|---------------------|------------|
| Name | Emily Smith | Position/Function | FRC Coordinator | Wage Source | FRC - 100% |
| Direct Supervisor | Tiffany Wood | Hire Date | 07/01/2022 | Weekly Hours | 40.00 |
| # Days Per Year | 240.00 | Classified or Certified | Classified | | |

02/25/2026

Center Operations Information

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|--------------------------|-------------|--------------------------------|---------------------------|---------------------|-----------------------------|
| Name | Pam Wells | Position/Function | FRC Assistant Coordinator | Wage Source | FRC - 75%, Title 1 - 25% |
| Direct Supervisor | Emily Smith | Hire Date | 08/10/1994 | Weekly Hours | 40.00 |
| # Days Per Year | 215.00 | Classified or Certified | Classified | | |