



**DEPARTMENT OF TRANSPORTATION**

**DAVID PHELPS, DIRECTOR**

WENDY CROCKER, TRANSPORTATION MANAGER

TINA POWELL, DRIVER TRAINER/COORDINATOR

WES STAFFORD, DRIVER TRAINER/COORDINATOR

NICHOLE CAVOTE, ADMINISTRATIVE ASSISTANT

TERESA SKARR, ADMINISTRATIVE ASSISTANT

## Memorandum

To: Jesse Bacon, Superintendent

From: David Phelps, Director of Transportation

Date: April 07, 2026

RE: Request for Driver Trainer Coordinator Extended Days

I am requesting up to 8 Driver Trainer Coordinator extended days each for two individuals. This request is to facilitate increased training in June for new driver candidates interested in being certified to drive a school bus for the upcoming school year. The funds will come from the General Fund.

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

**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**

