



**JESSE BACON, SUPERINTENDENT**  
ADRIENNE USHER, DEPUTY SUPERINTENDENT  
BRANDY HOWARD, CHIEF ACADEMIC OFFICER  
TROY WOOD, CHIEF OPERATIONS OFFICER

**TO:** Dr. Jesse Bacon  
Dr. Adrienne Usher

**FROM:** Dr. Althea Hurt, Director of Human Resources

**DATE:** April 3, 2026

**RE:** Item for the APRIL Board Meeting - Summer Workers

The following schools are requesting to post and hire summer workers, all to be paid minimum wage from the schools' Section 6/SBDM Funds:

- Brooks ES - Student Clerical Worker
- Cedar Grove ES - Student Clerical Worker & Student Custodial Worker
- Freedom ES - Student Clerical Worker
- Lebanon Junction ES - Student Clerical Worker
- Maryville ES - Student Clerical Worker
- Old Mill ES - Student Clerical Worker
- Overdale ES - Student Clerical Worker
- Pleasant Grove ES - Student Clerical Worker
- Mount Washington ES - Student Clerical Worker *2 Student Custodial workers*

*AH  
4/15/26*

**Attachments:**  
Principals' Memo Requests

**OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE**  
**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**



**BETTY JO DAVIS, PRINCIPAL**  
ERIN RITTER, ASSISTANT PRINCIPAL  
TAYLOR HENRY, SCHOOL COUNSELOR

Date: 3/13/26

Memo

To: Bullitt County Board of Education  
From: Betty Jo Davis, Principal, Brooks Elementary School  
Subject: Request for Approval – Summer Student Worker

I am requesting approval to hire a summer student worker for Brooks Elementary School during the month of June 2026 to provide limited clerical support while the school office remains operational.

The student worker will be scheduled for 12 total hours, working 4 hours per day over three days, at the district-approved student worker rate of \$7.25 per hour. The total cost for this position, including gross wages and associated benefits, is \$376.05. Funding for this position has already been budgeted within Brooks Elementary School's Section 6 funds, and no additional funds are being requested.

During this time, the student worker will assist with front office operations, including:

- Answering incoming phone calls
- Receiving and organizing deliveries
- Providing general clerical assistance to staff members working on site

This temporary support will help ensure the office remains responsive to families, staff, and district needs during the summer while maintaining efficient front desk operations.

Thank you for your consideration of this request. Please let me know if any additional information is needed.

Respectfully,

Betty Jo Davis  
Principal  
Brooks Elementary School

*Received  
3/13/26*

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



# Cedar Grove Elementary School



James Slaven, Principal  
Casey Newberry, Counselor

1900 Cedar Grove Road  
Shepherdsville, KY 40165  
(502) 869-3800  
FAX (502) 543-3691

Teresa Fightmaster, Instr. Coach  
Missy Key, Bookkeeper

Date: March 12, 2026

To: Ms. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Re: Summer Student Worker - **Clerical**

Each summer, we rely on student workers to answer phones and do light clerical work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 1-4, 8-11, 15-18, 22-24, July 13-16, 20-23, 27-30. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a short term position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Received  
3/17/26



# Cedar Grove Elementary School

1900 Cedar Grove Road  
Shepherdsville, KY 40165  
(502) 869-3800  
FAX (502) 543-3691



James Slaven, Principal  
Casey Newberry, Counselor

Teresa Fightmaster, Instr. Coach  
Missy Key, Bookkeeper

Date: March 12, 2026

To: Ms. Thea Hurt, HR Director

From: James Slaven, CGES Principal

Rc: Summer Student Worker - **Custodial**

Each summer, we rely on student workers to answer phones and do light custodial work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 1-4, 8-11, 15-18, 22-24, July 13-16, 20-23, 27-30. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a short term position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Received  
3/17/26



# FREEDOM

Elementary School

**Carla Wilson, Principal**  
**Jessica Emerson, Assistant Principal**  
**Alex LeGrand, Guidance Counselor**

March 23, 2026

To Whom it May Concern,

I am writing this letter to request a summer worker for Freedom Elementary. Our office staff works sporadically during the summer. The worker will answer phones, do clerical work, address office visits in their absence, and help with registration. Our summer worker will be paid from Section 6 "other classified salary".

Sincerely,

Carla Wilson  
Principal

*Received  
4/2/2026*





Date: March 10, 2026

To: Ms. Thea Hurt, HR Director

From: Daniel Mullins, Principal, Lebanon Junction Elementary

Re: Summer Student Worker - Clerical

Each summer, we rely on student workers to answer phones, accept package deliveries, and do light clerical work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 8-11, 15-18, July 6-9, 13-16, 20-23, 27-30. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a short time position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Daniel Mullins, Principal

Received  
3/10/26



Principal  
Jamie Wyman

4504 Summers Drive  
Louisville, KY 40229  
Phone 502-869-2400 Fax 502-955-5753

Counselor  
Kara Nicoulin

Date: March 13, 2026

To: Dr. Hurt, HR Director

From: Jamie Wyman, Principal Maryville

Re: Summer Student Worker - Clerical

Each summer, we rely on student workers to answer phones and do light clerical work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 1-4, 8-11, 15-18, 22-24, July 13-16, 20-23, 27-30 and August 3-6, 2026.

The following will be included in the posting, once approved: This position is a short time position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Received  
3/13/26



# Old Mill Elementary School

BRITTANY JOINER, PRINCIPAL  
REBECCA MELCHER, SCHOOL COUNSELOR

Date: March 10, 2026  
To: Dr. Althea Hurt, HR Director  
From: Brittany Joiner, OMES Principal  
Re: Summer Student Worker- Clerical

During the summer, we rely on student workers to answer phones and do light clerical work during open hours. I would like to create this position utilizing SBDM funds that have been budgeted. The student worker would work for the following dates: June 1-5, 8-12, 15-19, June 22-26, July 13-17, 20-24, 27-31 2026. The student would work from 8:00am to 12:00pm.

The following will be included in the posting, once approved. This position is a short-term position to respond to the needs of our school during summer hours. This position will be for Monday-Thursday 8:00 am-12:00 pm. Student workers must be at least 14 years old and enrolled in Bullitt County Schools. The student will be compensated at minimum wage.

Please contact me if you have any questions or concerns.

Received  
3/10/26



Date: March 11, 2026

To: Dr. Thea Hurt, HR Director

From: Joshua DeWar, Principal, Overdale Elementary

Re: Summer Student Worker - Clerical

Each summer, we rely on student workers to answer phones, accept package deliveries, and do light clerical work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates:

June 1, 2, 3, 4  
June 8, 9, 10, 11  
June 15, 16, 17, 18  
June 22, 23, 24  
July 13, 14, 15, 16  
July 20, 21, 22, 23  
July 27, 28, 29, 30  
Aug 3, 4, 5, 6

The student would work from 8:00 AM - 12:00 PM.

The following will be included in the posting, once approved: This position is a short time position to respond to the needs of our school during summer hours. The position will be for Monday - Thursday 8 AM - 12 PM. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Joshua DeWar, Principal

Received  
3/10/26



# PLEASANT GROVE Elementary School

DIONNA BICKLEY, PRINCIPAL  
ERICA HARBIN, ASSISTANT PRINCIPAL  
ELIZABETH BARNETT, SCHOOL COUNSELOR

Date: March 24, 2025

To: Ms.Thea Hurt, HR Director

From: Dionna Bickley, Principal, Pleasant Grove Elementary

Re: Summer Student Worker - Clerical Assistant

Each summer, we rely on student workers to answer phones, accept package deliveries and complete light clerical work during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 1-4, June 08-11, June 15-18, and July 06-09, July 13-16, July 20-23, July 27-30th 2026. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a summer position utilized to meet the needs of our school during summer hours. The position is typically Monday- Thursday from 8 a.m. - 12 p.m. Student workers must be at least 16 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Sincerely,

*Dionna Bickley*

Dionna Bickley

Principal

Received  
3/23/26



**Mt.  
Washington**  
Elementary  
School

**LESLIE WEIHE, PRINCIPAL**  
JULIE ADAMS, ASSISTANT PRINCIPAL  
ALICIA FRANKLIN, SCHOOL COUNSELOR

**EVERY CHILD, EVERY DAY**

Date: March 24, 2026

To: Dr. Thea Hurt, HR Director

From: Leslie Weihe, Principal, Mt. Washington Elementary

Re: Summer Student Worker- Clerical Assistant

Each summer, we rely on student workers to answer phones and complete light administrative assistant duties during open hours. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 8-11, June 15-18 and July 6-9, July 13-16, July 20-23 July 27-30, 2026. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a summer position utilized to meet the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Sincerely,

*Leslie Weihe*

Leslie Weihe

Principal

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

234 HIGHWAY 44 EAST, MT. WASHINGTON, KY 40047    PHONE (502) 869-3000    FAX (502) 538-2744    LESLIE.WEIHE@BULLITT.KYSCHOOLS.US



**Mt.  
Washington**  
Elementary  
School

**LESLIE WEIHE, PRINCIPAL**  
JULIE ADAMS, ASSISTANT PRINCIPAL  
ALICIA FRANKLIN, SCHOOL COUNSELOR

**EVERY CHILD, EVERY DAY**

Date: March 24, 2026

To: Dr. Thea Hurt, HR Director

From: Leslie Weihe, Principal, Mt. Washington Elementary

Re: Summer Student Worker- Custodial Help

Each summer, we rely on student workers to assist our custodian with moving furniture and cleaning. I would like to request to create this position, utilizing SBDM funds that have been budgeted. The student worker would work the following dates: June 8-11, June 15-18 and July 6-9, July 13-16, July 20-23 July 27-30, 2026. The student would work from 8:00a - 12:00p.

The following will be included in the posting, once approved: This position is a summer position utilized to meet the needs of our school during summer hours. The position will be for Monday - Thursday 8 a.m. - 12 p.m. Student workers must be at least 14 years of age and an enrolled student of Bullitt County Public Schools.

The student will be compensated at minimum wage.

For more information or clarification, please contact me.

Sincerely,

*Leslie Weihe*

Leslie Weihe  
Principal

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234 HIGHWAY 44 EAST, MT. WASHINGTON, KY 40047    PHONE (502) 869-3000    FAX (502) 538-2744    LESLIE.WEIHE@BULLITT.KYSCHOOLS.US