

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: July 15, 2026

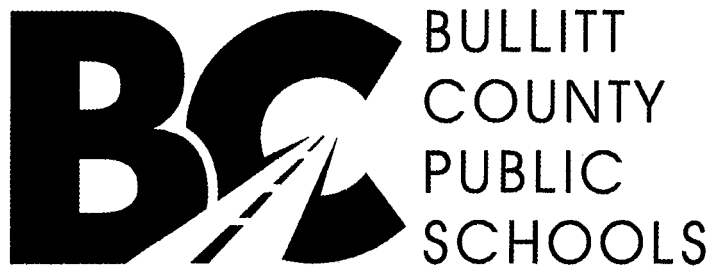
RE: **Item for the JULY Board Meeting - DataSeam IT Apprentice Job Description and positions**

Lee Barger, Director of CCR and Innovate Programs, requests approval to create a new student-worker job classification, DataSeam Information Technology Apprentice, with one (1) position allocated to each of our three district high schools for the 2026–2027 school year. This request establishes a structured, two-year hands-on learning pathway allowing selected students to obtain valuable technical certifications and professional experience directly within the BCPS Technology Department. Funding for these student apprentice positions—comprising an incremental pay scale ranging from \$7.25 to \$7.75 per hour depending on the program phase—is funded through the General Fund.

Attachment: Memo from Dr. Barger
Job Description

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TO: Dr. Althea Hurt, Director of Human Resources

FROM: Dr. Lee Barger, Director CCR / Innovative Programs

DATE: July 14, 2026

RE: DataSeam Information Technology Apprentice

Please see the attached job description for the creation of a DataSeam Information Technology Apprentice position. Depending on the year, the number of DataSeam Information Technology Apprenticeship positions will change. We are requesting 1 position per high school.

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Student Workers: DataSeam Information Technology Apprenticeship Apprentice (2026-2027)

Job Description Join our dynamic team as an Information Technology (IT) Apprentice, embarking on a rewarding journey to gain valuable knowledge and work experience with the BCPS Technology Department.

Commitment and Requirements If selected to be an Information Technology Apprenticeship Apprentice, students understand they are expected to commit to the following:

- The apprentice must complete 600 hours of work (minimum of 200 hours per phase) and approximately 300 hours of instruction during the two-year program. Typically, this will average 3 hours per week during the school year, excluding priority instruction/testing periods, and/or work agreed upon between the Apprentice and BCPS to be completed during other periods (district holidays, district in-service days, snow days, and 30-40 hours per week for 5-7 weeks during the summer).
- Set an approved work schedule with the Mentor and Apprenticeship Program Manager to complete work.
- Use DataSeam-provided online tools for apprentice timekeeping, assignment tracking, evaluation, and communication. This includes bi-weekly/monthly timesheets and work logs documenting task work hours and education progress. The apprentice must ensure all reporting is provided to DataSeam for each pay period as necessary on a monthly basis.
- Fulfill any obligations defined as an employee of Bullitt County Public Schools.
- Maintain a GPA of 2.5 throughout the 2-year Apprenticeship Program.
- Complete all assigned coursework and available certifications by the dates specified by the Apprenticeship Program Manager.

Pay Scale

- Phase 1 - Junior Year: \$7.25 an hour
- Phase 2 - Summer between Junior and Senior Year: \$7.50 an hour
- Phase 3 - Senior Year: \$7.75 an hour

Job Requirements

- Citizenship, residency, or work visa required.

Contact Information

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- Kevin Fugate, Technology Director
Central Office

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